



GUJARAT ENERGY

SECTION-II
SCOPE OF WORK

FOR

Procurement of 508 PC's (Desktops & Laptops)

1. Introduction

Gujarat Energy Limited

Securing India's Energy Future (Erstwhile Gujarat Gas Limited)

Gujarat Energy Limited (erstwhile Gujarat Gas Limited) is an integrated energy company pursuant to Composite Scheme of Amalgamation & Arrangement involving GSPC Group of Companies which came to be finally approved by the Ministry of Corporate Affairs, Government of India in April 2026.

Gujarat Energy Limited ("GEL") encompasses and excels at an entire range of energy value chain as follows:

- GEL continues to be India's Largest City Gas Distribution ("CGD") Company in terms of volume operating in 44 districts spread across 6 states in India i.e., Gujarat, Maharashtra, Rajasthan, Haryana, Punjab & Madhya Pradesh and 1 Union territory of Dadra & Nagar Haveli. GEL continues to hold the leadership position in CGD industry in terms of size and scale of operation. GEL has a successful track record of providing uninterrupted services for over 3 decades through a network of more than 44,540 KMs. of Natural Gas pipeline, distributing approx. 8.37 MMSCMD of Natural Gas in Q3 of FY 2025-26. GEL operates over 834 CNG stations and has connected more than 23.83 lakh households, over 15,900 commercial customers and more than 4,454 industrial customers.
- GEL is also one of the leading Gas Trading Companies in India. During FY 25-26, we have procured a total of 30 LNG Cargos from various international suppliers. During FY 25-26, natural gas trading volume stood at approx. 10.3 MMSCMD making us one of the largest gas trading companies in India. Our diverse and robust natural gas procurement portfolio serves the demand of a range of customers in strategically important segments such as fertilizers, power, petrochemicals and other large industries apart from complementing our own captive demand towards our CGD Business.
- GEL also holds participating interest in 12 operational Exploration & Production ("E&P") Blocks in India of which 11 are located within the Cambay Basin in Gujarat while 1 E&P Block is located in the Krishna Godavari Basis off the east coast of India. GEL is the Operator of 6 E&P Blocks located within the Cambay Basin in Gujarat. From the 12 E&P Blocks put together, we along with our Joint Venture Partners have achieved aggregate cumulative production of 48 Billion Cubic Feet of natural gas, 7.58 Million Barrels of Oil and 0.2 Million Barrels of Condensate as of March 2026.
- GEL also owns Wind Power Generation Assets in Gujarat spread across Kutch, Porbandar and Maliya – Miyana regions. The aggregate generation capacity of the Wind Power Assets of GEL stands at 123.9 MW.
- The company has successfully commissioned the country's first pilot project of blending green hydrogen with Piped Natural Gas for the domestic customers on collaboration with NTPC.
- GEL's subsidiary company GSPC LNG Limited owns and operates a 5 MTPA LNG Terminal in Mundra, Kutch, Gujarat. GEL's investment in GSPC LNG Limited provides access to LNG storage and regasification capacity which is strategically important for GEL's gas trading business.
- GEL's subsidiary companies viz. Gujarat State Energy Generation Limited and GSPC Pipavav Power Company Limited have a combined Installed Capacity of Gas Based Power Generation of 1200 MW.
- GEL's subsidiary company Guj Info Petro Limited is a leading IT Services Provider for various eGovernance initiatives of Government of Gujarat.
- GEL's associate company Sabarmati Gas Limited (which is established as a joint venture with BPCL) also operates in City Gas Distribution segment in the North Gujarat region covering the Geographic Areas of Gandhinagar, Mehsana, Sabarkantha, Aravali and Patan.
- As a responsible corporate citizen, GEL has also promoted Gujarat Energy Research & Management Institute aimed at promoting R&D in the energy sector in India. GERMI has in turn

promoted Pandit Deen Dayal Energy University which imparts world class technical and managerial knowledge in energy studies.

GEL thus strives to “Securing India’s Energy Future” by continuously growing its presence in India’s energy market.

2. Product Background

Gujarat Energy Limited is initiating the process for procurement of **Personal Computers** (PC’s) i.e. **508** quantities of PC’s (**108** Desktops & **400** Laptops) as per technical specifications (Refer PC Configuration). Supplier is required to deliver and install the PC’s (Desktops & laptops) as per terms and conditions mentioned below. Supplier has to ensure after sales support during the contract period from self and with OEM as per GEL requirement.

3. PC (Desktops & Laptops) Configuration

3.1 Laptop detailed configuration is provided below

Parameter	Minimum Technical Specifications Required	Compliance (Yes / No)	Deviation (If Any)
Product Line	Must be a recognized Commercial / Enterprise-grade product line from the OEM. Consumer lines are strictly disqualified.		
Processor	Intel Core i5 (13th / 14th Gen) or AMD Ryzen 5 (7000 series) or higher; Minimum 6 Cores; Base speed min 1.3GHz, turbo up to 4.6GHz.		
Memory (RAM)	16 GB DDR4 or DDR5 RAM operating at minimum 3200 MHz; system must be upgradeable to or configurable up to 32 GB at the time of order, or feature dual-channel user-replaceable modules		
Storage	512 GB PCIe NVMe M.2 Solid State Drive (SSD), The storage system must be fully upgradeable to at least 1 TB or higher via a single high-capacity drive replacement at the time of service or deployment.		
Operating System	Windows 11 Pro 64-bit National Academic / Commercial Edition (Pre-loaded with original OEM digital license).		
Display	Minimum 14.0-inch WUXGA (1920 x 1200) or Full HD (1920 x 1080) anti-glare LED-backlit display; Minimum 250 nits brightness with 80% screen-to-body ratio		
Graphics	Integrated Intel Iris Xe / Intel Graphics / Intel Arc Graphics or AMD Radeon Graphics		
Chassis Durability	Rugged, business-grade chassis certified with US Military Standard MIL-STD 810H for durability.		
Keyboard & Input	Spill-resistant backlit keyboard with integrated multi-touch gesture trackpad.		
Camera & Audio	Integrated HD 720p or 1080p web camera with physical privacy shutter; Dual-array microphones; Stereo speakers.		
Security Hardware	Dedicated, hardware-based Discrete TPM 2.0 (Trusted Platform Module) embedded security chip.		
Biometrics	Integrated Fingerprint Reader on power button OR IR Camera with Windows Hello support.		

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Wireless Connectivity	Wi-Fi 6E (802.11ax) 2x2 and Bluetooth 5.3 or higher.		
I/O Ports	Min 2x USB 3.2 Gen 1 Type-A; Min 1x USB Type-C (with Power Delivery & DisplayPort); 1x HDMI 1.4b/2.0; 1x Audio combo jack.		
Physical Security	Integrated Kensington Lock Slot / Wedge Lock Slot.		
Power & Battery	Minimum 3-cell Lithium-ion battery with Fast Charge support (0 to 50% in approx. 45 mins); 65W USB Type-C or smart AC adapter.		
Standard Warranty	5 Years (60 Months) Comprehensive Onsite OEM Warranty covering all parts, motherboard, and labor.		
Battery Warranty	Minimum 3 Years OEM Long Lifecycle Battery Care/Warranty extension must be bundled and quoted		
Service Level Agreement	Next Business Day (NBD) onsite deployment of an OEM service engineer following remote phone diagnostics.		
Certifications	Energy Star certified, EPEAT registered, and RoHS compliant.		

3.2 Desktop detailed configuration is provided below

Parameter	Minimum Technical Specifications Required	Compliance (Yes / No)	Deviation (If Any)
Product Line	Must be a recognized Commercial / Enterprise-grade product line from the OEM (e.g., Dell OptiPlex, HP Pro/Elite, Lenovo ThinkCentre). Consumer lines are strictly disqualified.		
Processor	Intel Core i5 (13th / 14th Gen) or AMD Ryzen 5 (7000/8000 series) or higher; Minimum 6 Cores; Base speed min 2.0GHz, turbo up to 4.6GHz.		
Memory (RAM)	16 GB DDR4 or DDR5 RAM operating at minimum 3200 MHz; system must be upgradeable to or configurable up to 64 GB or higher via dual-channel user-replaceable DIMM modules.		
Storage	512 GB PCIe NVMe M.2 Solid State Drive (SSD); The storage system must be fully upgradeable or expandable to at least 1 TB or higher via additional slots or single drive replacement.		
Operating System	Windows 11 Pro 64-bit National Academic / Commercial Edition (Pre-loaded with original OEM digital license).		
Display Support	Must natively support minimum dual independent digital displays (Full HD 1920x1080 up to 4K UHD) via onboard video output ports.		
Graphics	Integrated Intel UHD Graphics / Intel Graphics or AMD Radeon Graphics.		
Chassis & Form Factor	Rugged, business-grade Small Form Factor (SFF) or Tower chassis; tool-less entry for easy servicing; optimized thermal ventilation.		

Keyboard & Mouse	OEM bundled USB or Wireless Business-grade Keyboard and Optical Mouse.		
Audio	Integrated High Definition Audio with an internal business speaker; front/rear audio ports.		
Security Hardware	Dedicated, hardware-based Discrete TPM 2.0 (Trusted Platform Module) embedded security chip.		
System Security	BIOS-level power-on password, hard drive password protection, and support for Chassis Intrusion Switch.		
Connectivity	Native Gigabit Ethernet (RJ-45) port; Wireless connectivity (Wi-Fi 6E 2x2 and Bluetooth 5.3 or higher) must be explicitly included via factory-integrated card or PCIe expansion.		
I/O Ports	Minimum 4x USB Type-A ports (with at least 2x USB 3.2 Gen 1); Minimum 1x USB Type-C port; 1x HDMI 1.4/2.0; 1x DisplayPort 1.4; 1x RJ-45 Ethernet; 1x Audio line-out/combo jack.		
Physical Security	Integrated Kensington Lock Slot / Padlock Loop and Chassis Intrusion Switch capability.		
Power Supply (PSU)	Internal Power Supply Unit (PSU); Minimum 180W or higher with 80 Plus Bronze/Silver/Gold/Platinum efficiency certification as standard for the quoted OEM model.		
Standard Warranty	5 Years (60 Months) Comprehensive Onsite OEM Warranty covering all parts, motherboard, and labor. Bidder may need to add carepacks as required to fulfill this.		
Lifecycle Support	Minimum 5 Years OEM availability of spare parts and components lifecycle assurance. Bidder may need to add carepacks as required to fulfill this.		
Service Level Agreement	Next Business Day (NBD) onsite deployment of an OEM service engineer following remote phone diagnostics. Bidder may need to add carepacks as required to fulfill this.		
Certifications	Energy Star certified, EPEAT registered, and RoHS compliant.		

4. Supplier's Scope of Work:

- 4.1 The PC's (Desktops & Laptops) must be of business / commercial series and not consumer / retail category
- 4.2 Supplier must deliver original seal pack PC's (Desktops & Laptops) along with all accessories.
- 4.3 The PC's (Desktops & Laptops) must not be assembled or tempered in any means, they must be with original OEM hardware.
- 4.4 The Supplier shall ensure door step deliver of PC's (Desktops & Laptops) as per location mentioned by GEL
- 4.5 Supplier must deliver PC's (Desktops & Laptops) with factory installed original windows 11 professional operating system, preloaded, drivers and manuals must be available out of the box.
- 4.6 It is end to end supplier's responsibility to take transit insurance till last delivery point at GEL, any partly or fully damage before door step delivery, will be sole responsibility of the supplier.
- 4.7 The supplier will be the single point of contact and responsible for delivery, warranty, payment and other support service requirement during the contract period.
- 4.8 Warranty as mentioned in section warranty section
- 4.9 Supplier will be the only point of escalation, for any service related issues faced with OEM and supplier has to ensure to resolve all issues as per SLA.
- 4.10 If OEM fails to provide support within timeline, supplier has to resolve the issue with his own resources.
- 4.11 Quoted product must be available to raise complaint under 24x7 customer support.
- 4.12 Supplied PC's (Desktops & Laptops) warranty status should be available on public domain.
- 4.13 Quoted product's software drivers must be available to download over internet at any point of time.
- 4.14 Quoted product must not be end of life for minimum 5 years from the date of supply.
- 4.15 Manufacturing date of supplied laptops must not exceed 6 months
- 4.16 Any Battery replacement must be completed onsite as per SLA

5. Installation Support and Upgrades

- 5.1 The product should come with back to back support from OEM during the warranty period
- 5.2 All escalations with OEM will be done by the supplier in case of support issues, under intimation to GEL
- 5.3 Updated escalation matrix of supplier and OEM has to be submitted by the supplier time to time basis

6. Delivery Period:

- 6.1 The delivery of PC's (Desktops & Laptops) must be done within 4 weeks from the date of issuance of PO
- 6.2 Before attempting the delivery, supplier has to confirm 1 days prior to the GEL SPoC person
- 6.3 Delivery Locations:

Locations	Office Address	GEL Contact Name	Email	Mobile	Local FMS Engineers Name	Email	Mobile	Qty
Infocity	Office No. 4 & 5, 1st Floor, IT Tower -2, Infocity, Gandhinagar 382010	Nirav Patel	nirav.patel@gujenergy.com	9099957571	Nilesh Chunara	it_asset_coordinator@gujenergy.com	7575037372	400 Laptops
Surat	Adajan Gam, P.O. BOX-915 Navyug College, Surat 395009, Gujarat, India	Jahabux Bhatporia	jahabux.bhatporia@gujenergy.com	7574930069	Asif Mansuri	itservicesk.surat1@gujenergy.com	7069155500	108 Desktops

7. Service Level Agreement & penalty

- 7.1 OEM must provide support complaint mechanism via toll free number and email. GEL ITSM Incident Ticketing system will automatically report any incident to the email provided
- 7.2 Supplier/Bidder to response within 04:00 Hrs of call log, Resolution to be provided within 3 working days
- 7.3 In case of incident/call not resolved within 3 working days, supplier has to escalate it to the competent authority to OEM immediately as per escalation matrix.
- 7.4 If resolution not provided by OEM and supplier within 4 working days, Rs. 500/- penalty will be charged, then penalty escalates to Rs. 1,000 per day beyond 7 working days, Any penalty (if applicable) will be settled at the end of every year, the CPBG will only be released post all the dues must be cleared by the supplier against SLA review.

In case of Delay in delivery, penalty will be applicable as per below table: -

Penalty Calculation – Delivery delay		
S.N.	Clause	Penalty Amount
1	Delay in delivery	LD charges revised and are as per General Terms & conditions (GTC) of the tender

8. Payment Terms:

- 8.1 Supplier has to submit the invoices within one month from the date of installation of PC's (Desktops & Laptops).
- 8.2 50% payment upon delivery, 50% upon installation and warranty activation.
- 8.3 Vendors must ensure warranty registration for each unit before invoice submission.
- 8.4 Payment will be processed within one month from the date of submission of the original invoices post-delivery.
- 8.5 Invoice must submit along with delivery which should contain delivery original invoice duly seal and signed, delivery challan, E-way bills etc.
- 8.6 Before submission of invoices, supplier must check and ensure the warranty must be applied to each PC (laptop) as per Warranty section

9. Warranty Terms:

5 Years comprehensive (Parts + Labour) onsite as mentioned in the PC Configuration

10. Defect Liability: NA

11. QHSE REQUIREMENTS

11.1 SCOPE AND APPLICATION

Contractor/Service providers are the key stake holder and an integral part of Gujarat Gas Ltd (GEL's) business. Contractors'/Service provider' Quality, Health, Safety and Environment (QHSE) performance reflects on the company's business performance and reputation. GEL has established QHSE Management Systems, Procedures & Guidelines to ensure compliance with GEL's QHSE requirements. These requirements apply to all jobs whilst conducting work for GEL including; Project, Construction, Operation & Maintenance, Field Operations and Services within any given contract or agreement.

The overall objective of QHSE management in contract/agreement is to improve the company and Contractor's/Service providers' QHSE performance in all aspects of activities. Active and on-going participation by both the GEL and Contractor/Service provider is essential to achieve this objective.

11.2 RESPONSIBILITIES

It is responsibility of GEL management and staffs to ensure that all Contractors/Service providers work under their direction & control are provided with relevant Integrated Management System (IMS) Policies, Procedures & Guidelines that describe the GEL requirements for undertaking work within the company. It is also the responsibility of Contractors/Service providers to ensure that their staff are informed of and comply with GEL's requirement whilst working for the company.

GEL HSE department provides advice and assistance on QHSE requirements across the complete spectrum of all work activities. Contract Owner (Department Head) and Contract Holder (Work in-charge) are responsible to ensure safe execution of work/service include the following:

1. Ensuring that the QHSE Policy, Procedures & Guidelines are known and understood by all contractors'/service providers' staff and work force
2. Monitoring, Inspecting & Auditing execution of work, activities to ensure adherence to the QHSE compliance requirements

The Contractors'/Service provider' will take the responsibility for implementation of GEL's QHSE Policy, Procedures, Guidelines and other requirements with the advice and support of the GEL's Contract Owner / Contract Holder and HSE representative. Contractor/Service provider to ensure that all aspects relating to QHSE are adequately addressed and implemented in accordance with the GEL QHSE requirements and QHSE Management Plan, which shall include the management processes and activities to be implemented during the course of work with GEL.

Contractor/Service provider shall be responsible for ensuring that adequate HSE resources are put in place to enable satisfactory implementation of QHSE Management Plan.

This responsibility also applies to ensure the Health and Safety of the people are directly and indirectly engaged / involved whilst working or present at GEL's work area / sites.

11.3 EXECUTION

1. Contractor/Service provider is responsible to ensure the compliance with GEL QHSE requirements. GEL overall QHSE performance is directly influenced by the contractors' performance.
2. Contractor/Service provider is responsible for QHSE compliance monitoring at site/work activities to ensure that work/activity is performed in a safe manner. Moreover, they are responsible for reporting of all incidents, Hazard and Near Miss that might happen during work/activity
3. Contractor/Service provider shall follow and comply with GEL "Work Permit" system During work execution and activities, GEL team will regularly monitor and evaluate the performance of the Contractor/Service provider to identify the shortfalls and weaknesses and assist to improve the overall performance including QHSE performance through CPAR process (as applicable)
4. We believe that everyone at GEL, Employees, Contractors, Service providers and Associates have the right to go home safely to their families.

QHSE Defaults and Penalties (As applicable)		
SN	Description	Penalty amount (will be decided by Contract Owner)
1	Lost Time Injury	NA
2	Non-compliance - HSE Engineer	NA
3	Un authorised work	NA
4	Work without PtW/WA	NA
5	Non-compliance - Safety Training Card (STC)	NA
6	Non-compliance - Health Check up	NA
7	Non-compliance - PPEs	NA

Remark: Issuance of MEMO against HSE non compliances including above mentioned defaults shall be decided by Contract Holder

11.4 QHSE GUIDELINE (AS APPLICABLE) FOR ALL TYPE OF CONTRACTS

11.4.1 Contractor/Service provider...

- 11.4.1.1 Shall ensure that all staff/work force comply with the requirements of the GEL HSE Management System, QHSE policy, standard, procedures, guideline, plan & Life Savers at work site
- 11.4.1.2 Shall ensure issuance of Identity Card to their team members
- 11.4.1.3 Shall apply and obtain Permit to work (PtW/WA) before start of the work
- 11.4.1.4 Shall arrange work related Personal Protective Equipment (PPEs) for their staff/work force and ensure proper use during the execution of job
- 11.4.1.5 Shall carry out the work within the duty hours'/office hours. No Work shall be carried out without permission of GEL's representative beyond the official duty hours unless otherwise agreed upon prior to start of work and recorded appropriately
- 11.4.1.6 Shall ensure that all tools, tackles, appliances, machines, vehicles, instruments or other equipment are Fit for Purpose and maintained safe working condition at all times and are used only by authorized and competent persons
- 11.4.1.7 Shall ensure that all the QHSE requirements are properly discussed for any sub-contracted activities with GEL. No such activity shall be performed without clearance from GEL management
- 11.4.1.8 Shall ensure that all Hazards, near miss, accident, incident, injuries are reported promptly to GEL. Action arises due to reported Hazards, near miss, incident investigation; audit/inspection shall be closed out as per agreed timelines with site in-charge
- 11.4.1.9 Shall deploy staff & work force trained, qualified and competent for the work and well aware of risks and mitigation action/s for the activities undertaken
- 11.4.1.10 Shall make necessary arrangements for safe custody of equipment, materials in stores/warehouse and at site shall ensure safe transportation, storage and handling of materials to prevent any damage which may impair safe performance of the equipment / material etc

11.4.2 Shall initiate immediate actions to hospitalize injured person(s)

- 11.4.2.1 Shall ensure an injury free, incident free workplace and protect people from harm caused by work activities

11.4.3 Shall ensure use of seatbelts while driving four-wheeler and use of crash helmet for Two wheeler riders during job execution

11.4.3.1 Shall ensure Lock out and Tag out (LOTO) after de-energizing and double check before starting any jobs. In case of conducting job for the purpose of fault finding & monitoring of voltage & current it is to be considered live working and all PPE'S to be worn to avoid exposure of flash arc current

11.4.3.2 Shall take note that the use of open wires in sockets, use of wires with tape joints shall not be accepted at work site.

11.4.3.3 Shall ensure proper collection, storage and disposal of solid / liquid waste as per GEL procedure and guideline

11.4.3.4 Staff/work force shall not smoke or resort to misuse of drugs, medicines or alcohol while on duty

- In case of any incident like fire, gas leakage etc. due to gross negligence of the Contractor's staff/work force, GEL reserves the right to impose penalty up to actual damage cost and or termination of work order depending upon the gravity of the situation.
- Any breach of the QHSE requirements shall be deemed by the company to be a material breach of the terms & condition of the contract. GEL shall be entitled to take appropriate actions including instructing the contractor to (a) remedy the breach; (b) suspend the work or (c) terminate the contract.

All activities shall be carried out as per GEL's documented procedures and QHSE requirements, deviation from it shall be dealt with very strictly.

Contractor shall ensure that all tools, appliances, machines, vehicles or other equipment, are in safe working condition

- All activities shall be carried out as per GEL documented procedure and HSE requirement, and deviation from it shall be dealt with very strictly.