



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/4631809  
Dated/दिनांक : 15-02-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	07-03-2024 12:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	07-03-2024 12:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Health And Family Welfare
Department Name/विभाग का नाम	Department Of Health Research
Organisation Name/संगठन का नाम	National Animal Resource Facility For Biomedical Research
Office Name/कार्यालय का नाम	Hyderabad
Item Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Highly-Skilled; Healthcare; Laboratory Assistant/Attendant , Manpower Outsourcing Services - Minimum wage - Highly-Skilled; Admin; Administrative Operator or Office Assistant or Executive Assistant , Manpower Outsourcing Services - Minimum wage - Highly-Skilled; Others; Driver - HMV , Manpower Outsourcing Services - Minimum wage - Skilled; Healthcare; Laboratory Assistant/Attendant , Manpower Outsourcing Services - Minimum wage - Skilled; Admin; Administrative Operator or Office Assistant or Executive Assistant , Manpower Outsourcing Services - Minimum wage - Skilled; Others; Driver - LMV , Manpower Outsourcing Services - Minimum wage - Semi-skilled; Healthcare; Lab. Attendant , Manpower Outsourcing Services - Minimum wage - Semi-skilled; Admin; Multi-tasking Staff , Manpower Outsourcing Services - Minimum wage - Unskilled; Admin; Office Helper
Contract Period/अनुबंध अवधि	2 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	225 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	5 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes

<b>Bid Details/बिड विवरण</b>	
<b>MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है</b>	Yes
<b>Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट</b>	No
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *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
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	5 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	43635142.74
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है</b>	Yes

#### **EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	872703

#### **ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	26

(a). 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./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। 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।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Director

ICMR-National Animal Resource Facility for Biomedical Research, Department of Health Research, Ministry of Health and Family Welfare, Genome Valley, Shamirpet, Hyderabad  
(Director Narfbr)

**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. 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.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs 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 the Purchase preference 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 service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.  
[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.
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.
6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March

prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**The bidder has executed at least 3 projects not less than 60 manpower with a contract value of not less than 2.25 Cr for each project contract pertaining for manpower in the last 3 financial years

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**3 projects with min 60 manpower

**Geographic Presence: Office registration certificate:**The Service provider must have office in Hyderabad (Documentary evidence to be provided)

**Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:**[1707975141.pdf](#)

**Scope of work & Job description:**[1707977027.pdf](#)

**Pre Bid Detail(s)**

Pre-Bid Date and Time	Pre-Bid Venue
28-02-2024 11:00:00	The Pre-Bid meeting will be conducted offline at Conference Hall, ICMR-NARFBR, Genome Valley, Shamirpet, Hyderabad

**Manpower Outsourcing Services - Minimum Wage - Highly-Skilled; Healthcare; Laboratory Assistant/Attendant ( 29 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Highly-Skilled
Type of Function	Healthcare
List of Profiles	Laboratory Assistant/Attendant
Educational Qualification	Graduate
Specialization	Science
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA

Specification	Values
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	29	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 992</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Highly-Skilled; Admin; Administrative Operator Or Office Assistant Or Executive Assistant ( 9 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Highly-Skilled

Specification	Values
Type of Function	Admin
List of Profiles	Administrative Operator or Office Assistant or Executive Assistant
Educational Qualification	Graduate
Specialization	Science , Arts , Economics , Commerce
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	9	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 992</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Highly-Skilled; Others; Driver - HMV ( 3 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Highly-Skilled



Specification	Values
Type of Function	Others
List of Profiles	Driver - HMV
Educational Qualification	Secondary School
Specialization	Experienced in HMV
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	2 to 5 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	3	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 992</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Skilled; Healthcare; Laboratory Assistant/Attendant ( 30 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled

Specification	Values
Type of Function	Healthcare
List of Profiles	Laboratory Assistant/Attendant
Educational Qualification	High School
Specialization	Any Science group
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	30	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 915</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Skilled; Admin; Administrative Operator Or Office Assistant Or Executive Assistant ( 13 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled

Specification	Values
Type of Function	Admin
List of Profiles	Administrative Operator or Office Assistant or Executive Assistant
Educational Qualification	High School
Specialization	Any group
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	13	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 915</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

### Manpower Outsourcing Services - Minimum Wage - Skilled; Others; Driver - LMV ( 2 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Skill Category	Skilled
Type of Function	Others

Specification	Values
List of Profiles	Driver - LMV
Educational Qualification	Secondary School
Specialization	Experienced in LMV
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	2 to 3 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	2	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 915</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Healthcare; Lab. Attendant ( 21 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Semi-skilled
Type of Function	Healthcare



Specification	Values
List of Profiles	Lab. Attendant
Educational Qualification	Secondary School
Specialization	Experienced in Laboratory Animal Colonies
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	21	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 832</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Admin; Multi-tasking Staff ( 4 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Semi-skilled
Type of Function	Admin

Specification	Values
List of Profiles	Multi-tasking Staff
Educational Qualification	Secondary School
Specialization	Experienced in Office work
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	4	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 832</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 0</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Office Helper ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Unskilled
Type of Function	Admin

Specification	Values
List of Profiles	Office Helper
Educational Qualification	8th Pass
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 to 2 years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	MINI PRAMOD	500101,ICMR-National Animal Resource Facility for Biomedical Research, Genome Valley Shamirpet (M), Hyderabad, Telangana - 500 101	1	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 751</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 24.42</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul>

### Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Experience Certificate for the supply of the same to any Govt/ PSU/ any renowned private organisation along with Supply/ Purchase Order.
2. **Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised

quantity or duration

### 3. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

### 4. **Service & Support**

**AVAILABILITY OF OFFICE OF SERVICE PROVIDER:** An office of the Service Provider must be located in the state of Consignee. **DOCUMENTARY EVIDENCE TO BE SUBMITTED.**

### 5. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

### 6. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

### 7. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 8. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

DIRECTOR NARFBR  
payable at  
HYDERABAD

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

### 9. **Forms of EMD and PBG**

Bidders can also submit the EMD with Banker's Cheque in favour of

DIRECTOR NARFBR  
payable at  
HYDERABAD

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 10. **Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [Click here to view the file.](#)

### 11. **Buyer Added Bid Specific ATC**

**Additional Terms and Conditions (ATC)**

However, termination of this Contract shall not affect any accrued rights or remedies of either party. ATC that neither available in the Golden Parameter of GeM nor available under the GeM ATC:-

- (a) The Service Provider Company / Firm/ Agency should have completed at least one service contract of providing service/human resource of value not less than Rs.2.25 Cr. per annum in the last three year's i.e.
- (b) F.Y. 2020-21, 2021-22 & 2022-23. Total Three Year's Annual turnover is not less than Rs.6.75 Cr or Total Two Year's Annual turnover is not less than of value not less than Rs.4.50 Cr. related to providing human resources in the past three financial year's.
- (c) The Service Provider Company / Firm / Agency should submit certificates of good performance (regarding service/human resource provided) which must specifically mention that the vendor has made timely payment of perks from any two institutions where the firm had provided service/human resource in last five year's. The firm shall furnish an affidavit on non-judicial stamp paper of Rs.100/- (Rupees Hundred only) duly notarized affirming that in last three year's, firm was not found to be deficient in providing satisfactory service, delay in payment to staff or defaulter in depositing statutory dues by any of the organization where the firm provided services.
- (d) **BID SECURITY:** Bidders have to submit a Bid Security (Earnest Money) **2%** of estimated contract value in the form of Demand Draft/ Fixed Deposit Receipt (FDR) or Bank Guarantee from any Nationalised bank in favour of Director, NARFBR, Hyderabad along with their bids. The Bid Security should remain valid for a period of at least forty five (45) days beyond the final bid validity period. The Earnest Money/Bid Security of unsuccessful bidders will be returned within 30Days of declaration of results of first stage i.e. Technical Evaluation, etc. The Earnest Money of the Successful Bidder can be converted into Performance Security when the Bidder has signed the Agreement.
- (e) **PERFORMANCE SECURITY:** The successful Bidder will be required to submit the Performance Security Deposit of **5% of the Annual Contract value** in the form of Demand Draft / Fixed Deposit Receipt (FDR) or Bank Guarantee from any Nationalised bank in favour of Director, NARFBR, Hyderabad within FIFTEEN (15) Days of issue of Letter of Acceptance. The Performance Security should remain valid for a period of SIXTY days beyond the date of completion of all contractual obligations of the service provider.
- (f) Conditional bids shall not be considered and will be outrightly rejected at the very first instance.
- (g) The Competent Authority i.e. Director, ICMR-National Animal Resource Facility for Biomedical Research (NARFBR) reserves the right to annul any or all bids without assigning any reason.
- (h) The Competent Authority of ICMR-National Animal Resource Facility for Biomedical Research (NARFBR), reserves the right to prematurely terminate the contract at any time after giving one month notice to the contracting Agency. In case the contractor desires to terminate the contract during its period of pendency, he shall have to give a notice of three months to the Institute
- (i) **Further explanation with regard to Clause no. 4, Scope of Services of Service Level Agreement for Human resource Hiring Services on GeM Portal** The human resource deployed by the Agency shall be required to work normally as per the organizations' working days / hours. However, if the staff are posted to work in areas whose working hours are different, in such areas they will have to follow the schedule, as per the requirement of such area. The human resource deployed at ICMR - National Animal Resource Facility for Biomedical Research (NARFBR) can be called upon to perform duties on Saturdays /



Sundays and other Gazette holidays, if required. No extra payment shall be paid for attending office on such exigencies. However, their weekly day off shall be adjusted accordingly. The payment shall be made on conclusion of the calendar month only, based on actual duties performed by each person during the month.

- (j) **Further explanation with regard to Clause no. 6, BUYER'S OBLIGATIONS of Service Level Agreement for Human resource Hiring Services on GeM Portal**, the attendance of the human resource at the Buyer's premises, to be submitted by the Service Provider.
- (k) The service provider shall ensure proper conduct of its personnel in office premises, and enforce prohibition of consumption of alcoholic drinks, pan, tobacco products, smoking, spitting, loitering without work, using abusive / objectionable language, fighting with other staff including other contractual staff, creating nuisance/or disturbing the peace in place of posting etc.
- (l) The Agency shall nominate a Coordinator who would be responsible for coordination with the Institute authorities to ensure optimal services of the persons deployed by the agency. The name & Telephone number of the nominated coordinator shall be provided to establishments section. The coordinator shall ensure the attendance of all the staff daily and shall arrange for a substitute in case any staff is absent. (The coordinator will be paid by the Service Provider and not by Buyer (ICMR- National Animal Resource Facility for Biomedical Research (NARFBR)).
- (m) The Buyer reserves the right to withdraw / relax modify terms and conditions mentioned above to ensure smooth operations, with mutual understanding of the service provider.
- (n) The Buyer is to abide by the rules of Govt. of India in mandatorily providing the 20% of total procurement of goods and services to MSME and out of which 4% of the business is provided to SC/ST enterprise vide circular No. DO No. 16(6)/2016-SME dated. Nov 2016.

**(O) FRAUD AND CORRUPT PRACTICES**

- (i) The applicant and their respective officers, staff, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, the Buyer may reject an application without being liable in any manner whatsoever to the Applicant if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.
- (ii) Without prejudice to the rights of the Institute under Clause i. here in above, if an Applicant is found by the Institute to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such Applicant shall not be eligible to participate in any tender or RFQ issued by the Buyer during a period of 3 (three) year's from the date such Applicant is found by the Buyer to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as the case may be.
- (iii) For the purposes of clauses i and ii above, the following terms shall have the meaning hereinafter respectively assigned to them:
  - I. "Corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value/service, to influence the actions of any person connected with the Bidding Process or (ii) save and except as permitted, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the LOA or the Agreement, who at any time has been or is a legal, financial or technical advisor of the Authority in relation to any matter concerning the NIT.

- II. "Fraudulent practice" means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
- III. "Coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence to any person's participation or action in the Bidding Process;
- IV. "Undesirable practice" means (i) establishing contact with any person connected with or deployed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and "restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Applicant with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

- (p) The Tax Deduction at Source (T.D.S.) shall be deducted as per the provisions of Income Tax law and GST law, as amended from time to time and a certificate to this effect shall be provided to the Agency by Buyer.
- (q) In case, the tendering Agency fails to comply with any statutory/ taxation liability, under appropriate law and as a result thereof Buyer is put to any loss/ obligation, monetary or otherwise, Buyer will be entitled to recover the same out of the outstanding bills or the Performance Security Deposit of the Agency, to the extent of the loss or obligation in monetary terms.
- (r) The venue of the dispute settlement, if any, shall be ICMR- National Animal Resource Facility for Biomedical Research (NARFBR) as the case may be.
- (s) The service provider shall deploy the human resource specified in the schedule of quantities. The ICMR - National Animal Resource Facility for Biomedical Research (NARFBR), as the case may be, reserves the right to increase/decrease the minimum human resource by giving the Service Provider a notice of three working days.
- (t) ICMR - National Animal Resource Facility for Biomedical Research (NARFBR) will proportionally enhance the amount payable to the workers deployed under the terms and conditions of this tender contract on account of the enhancement of revision of emoluments, as notified by the Ministry of Labour & Employment, GoI, New Delhi from time to time. However, the administrative/service charges will continue at the same rate, till the end of the contract period.
- (u) In the event of default being made in the payment of any emoluments in respect of any of the person deployed by the Service Provider for carrying out this contract, and a claim is filed in the office of the Competent Authorities and proof thereof is furnished to the satisfaction of the said Authorities, the 'ICMR - National Animal Resource Facility for Biomedical Research (NARFBR)' may, failing payment of the said money by the Service Provider, make payment of such claim on behalf of the Service Provider to the said staff and any sum so paid shall be recoverable by the 'ICMR - National Animal Resource Facility for Biomedical Research (NARFBR)' from the Service Provider.
- (v) If any authority imposes any financial penalty/award because of deficiency by the Firm/human resource provided by the firm to ICMR - National Animal Resource Facility for Biomedical Research (NARFBR) and direct to deposit/pay the same, such money shall be deemed to be payable by the Service Provider to Buyer and shall recover such amount from the Service Provider, either by deducting this amount from money due to the Service Provider or from Performance Security along with administrative/departmental charges.
- (w) The service provider shall also provide their bank details, Name of the beneficiary, Account No. of the beneficiary, IFSC code of the bank/ branch.
- (x) No client-related document, data, or any kind of material shall be allowed to be taken or transmitted outside the Buyers premises, without written permission from the buyer, in any manner whatsoever.

(y) Service Provider will be permitted to take the documents from the Buyer's premises only after written permission from Buyer. However, the Service Provider must ensure the safekeeping and confidentiality of these documents.

**c) Absence of Services: -**

- (1) In case a worker reports late for duty or leaves his duty before time, a penalty of Rs. 500/- shall be imposed on the Service Provider and shall be deducted from monthly bill.
- (2) The selected Agency shall provide a substitute in the event of any person leaving the job due to his/ her personal reasons or remaining absent without intimation within time, mutually agreed for various categories of human resource. The delay by the Agency in providing a substitute beyond three days shall attract penalty @ Rs. 500/- per day (per such case) on the service providing Agency
- (3) Delay in payment of consolidated emoluments: The firm will pay the consolidated emoluments, due to outsourced staff on or before the 07<sup>th</sup> of next month. Default on the part of the service provider in paying consolidated emoluments on time to the workers, shall attract penalty at the rate of 2% per month calculated on the monthly wage bill (of the concerned month) of that cadre of staff deployed in that area where delay has occurred.
- (4) Payment of consolidated emoluments to the staff shall be made in their bank accounts only, no cash or kind payment shall be made. In case the consolidated emoluments of all the staff is not paid through ECS or by cheque, a penalty of Rs. 20000 will be imposed on the firm per instance.
- (5) In case any public complaint is received, which is attributable to misconduct / misbehavior of service provider's personnel, include theft or pilferage or sabotage or any subversive act and as verified by the competent authority, a penalty of Rs. 500/-for each such incident shall be levied and the same shall be deducted from the service provider's bill. Further if deemed fit by ICMR- National Animal Resource Facility for Biomedical Research (NARFBR) authorities, such, guilty person shall be withdrawn immediately by the service provider. Legal action if required under relevant rules/acts shall be also initiated against the guilty person by the Service Provider. Loss caused by theft/pilferage etc will be recovered from the firm. Turning up drunk on duty, untidy or scruffy appearance, not wearing uniform (wherever applicable) shall invite penalty of Rs. 500 per worker. The Competent Authority for imposing the penalty shall be the Director, ICMR - National Animal Resource Facility for Biomedical Research (NARFBR) or concerned Head of Department / Office as the case may be. That in the event of any loss occasioned to the `ICMR - National Animal Resource Facility for Biomedical Research (NARFBR)' as a result of any lapse on the part of the Service Provider or his deployed staff, established after an enquiry conducted by the `ICMR - National Animal Resource Facility for Biomedical Research (NARFBR)', the said loss may be claimed from the Service Provider up to the value of the loss. The decision of Director, ICMR - National Animal Resource Facility for Biomedical Research (NARFBR) will be final and binding on the Service Provider.
- (6) In case of breach of any terms and conditions stipulated in the contract, the Performance Security Deposit of the Agency will be liable to be forfeited by this Institute besides annulment of the contract.
- (7) In case of under deployment of human resource on any given day as agreed upon, a penalty of Rs.1000 per less staff per day, for the entire deficit numbers will be imposed along with the deduction of consolidated emoluments.
- (8) In case the services remain consistently unsatisfactory for a period of more than 2 weeks, a penalty of Rs. 5 lakh will be imposed. In case of any damage/loss/theft of property, attributed to the personnel deployed by the Service Provider the cost of the same will be recovered from the service provider.
- (9) If the service provider fails to provide the documentary proof for the qualification and experi

ence of the deployed human resource at the time of deployment then a penalty of Rs. 1000 per default will be imposed. The service provider shall provide the documentary proof for the qualifications and experience of the human resource deployed by them. The bio-data/resume, qualification and experience of the said human resource should be certified by the service provider. In case any of such documents is found to be false at any stage, a penalty of Rs. 200 will be imposed per incident of submission of false document.

- (10) The bidders are required to quote charges related to security/registration charges of the candidate applying for the service under the contract, that charges shall not be considered for arriving L-1 bidder. In case, any approved bidder found to be charging higher rates from the candidates, administrative action like debarring of the firm for two year's shall be taken. The service provider must provide the receipt for the same to the candidate.
- (11) Pay slip with breakup of payment components shall be provided by the service provider to all the human resource. Any default will lead to imposition of penalty @ Rs. 1000 per incident.
- (12) The Service Provider shall issue Identity Cards (ID Cards) to all the staff.
- (13) The Service Provider shall provide uniform to Drivers.
- (14) Some other instances in which penalty at the rate of Rs. 1000 per instance would be imposed are enumerated below. (But these are not exhaustive and penalty may be imposed on any violation/breach or contravention of any of the terms and conditions as well as assigned duties and responsibilities).
  - (i) If person is found not following any universal precautions at work.
  - (ii) If any worker deployed by the firm is found indulging in theft, pilferage, sabotage, or any subversive act of any nature.
  - (iii) If the personal hygiene of any staff is found unsatisfactory.
  - (iv) Penalty will also be imposed if the behavior of personnel(s) found is discourteous to anyone in the premises including staff or visitors.
  - (v) If any personnel found performing duty by submitting a fake name and address.
  - (vi) If any personnel found on duty other than those mentioned in the approved list, as supplied by the vendor to the institute authorities.
- (15) **Indemnity bond:** The second party (Service Provider) shall provide indemnity to the first party for any illegal acts carried out by the human resource supplied to the first party in its premises. The second party (Service Provider) shall be the "employer" for all purposes in respect of the human resource so provided and shall be responsible for and ensure the implementation of all the relevant laws. The second party's staff deployed/ persons deputed shall not claim any compensation/ absorption/ regularization of services with the Buyer i.e. ICMR - National Animal Resource Facility for Biomedical Research (NARFBR) in any case.

## **Disclaimer/अस्वीकरण**

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. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

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.
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.

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.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

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./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।

**---Thank You/धन्यवाद---**