



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5645184  
Dated/दिनांक : 24-12-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	03-01-2025 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	03-01-2025 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Finance
Department Name/विभाग का नाम	Department Of Economic Affairs
Organisation Name/संगठन का नाम	Security Printing And Minting Corporation Of India Limited (spmci)
Office Name/कार्यालय का नाम	Janpath
Item Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Skilled; ITI; Others
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	13 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (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

Bid Details/बिड विवरण	
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Single Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	7 Days
Estimated Bid Value/अनुमानित बिड मूल्य	3070361
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Arbitration Clause	No
Mediation Clause	No

#### EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	Indusind bank
EMD Amount/ईएमडी राशि	61408

#### ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	Indusind bank
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	14

(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 :

Chief General Manager  
INDIA SECURITY PRESS, NASHIK, A UNIT OF SPMCIL  
(India Security Press, Nashik)

#### 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. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their 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.
3. 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.
4. 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. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. 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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [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. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
6. 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.
7. 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**

**Geographic Presence: Office registration certificate:** Bidder must provide evidence of Geographical Presence in the State of Maharashtra.

**Scope of work & Job description:** [1732520559.pdf](#)

**Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:** [1732520702.pdf](#)

**Manpower Outsourcing Services - Minimum Wage - Skilled; ITI; Others ( 8 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled
Educational Qualification	ITI
Type of Function	Others
List of Profiles	Electrician
Specialization	Electrician with ITI
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	Maharashtra Labour Welfare Fund

**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
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Imtiyaz Khan	422101,India Security Press, Nashik Road Nashik , Maharashtra	8	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 868</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 4.34</li> <li>• EPF Admin Charge (INR per day) : 4.34</li> <li>• Optional Allowances 1 (INR per day) : 0.48</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) : 28.21</li> <li>• Provident Fund (INR per day) : 104.16</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

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

**1. 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

**2. Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

INDIA SECURITY PRESS, A UNIT OF SPMCIL  
payable at  
NASHIK

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

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

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

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. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

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

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

INDIA SECURITY PRESS, A UNIT OF SPMCIL  
payable at  
NASHIK

. 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.

### 5. **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

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payable at  
NASHIK

. 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.

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

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

INDIA SECURITY PRESS, NASHIK A UNIT OF SPMCIL

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

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

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

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

Buyer Added text based ATC clauses

**Note 1: -**

**The Service Provider liable to Pay Minimum wages for Electricians (under skilled category) as per latest Central Labour Commissioner (CLC) Notification issued by time to time and allied benefits such as PF, ESIC, Bonus, etc.**

### **Qualification & Eligibility Criteria**

#### **1. Experience & Past performance: -**

- a. The Bidder should have experience of having successfully supplied the manpower services of at least 999 man days in any one of the last five years ending on 31<sup>st</sup> March 2024.
- b. Note 1: For MSEs and Start-ups (registered for the tendered item) Experience & Past Performance criteria shall be exempted.
- c. **Capability:** - The bidder must have capability to provide the relevant services as per the tender document. **We M/s\_\_\_\_\_ have the capability to supply the services as per tender document.**

#### **2. Financial standing: -**

- a. The average annual financial turnover of the bidder during the last three years, ending on 31<sup>st</sup> March 2024, should be at least Rs. 12.30 Lakhs as per the annual report (audited balance sheet and Profit & Loss account) of the relevant period, duly authenticated by a Chartered Accountant/ Cost Accountant in India.
- b. The net worth of the Bidder should not be negative on 31.3.2024 and also (ii) should not have eroded by more than 30% in the last three years, ending on 31.03.2024.
- c. Note 1: To ascertain this criteria net worth of initial and last financial year should be compared.
- d. Note 2: For MSEs and Start-ups (registered for the tendered item) all financial criteria shall be exempted.

#### **3. Firm must submit documentary evidence of having registered office in the state of Maharashtra.** For this purpose, firm must submit all following documents.

- a. Shop Act License/ Incorporation Certificate having office address in the state of Maharashtra.
- b. PAN & GST Registration Certificate
- c. EPF & ESIC Certificate
- d. The bidder has to submit the following documents along with the bid document and comply the criteria mentioned below-
  - i. The firm must have valid electrical contractor license and self-attested copy of the same shall be submitted along with the bid.
  - ii. The electricians deputed by the firm/agency must consist of ITI certificate of 2 year.

**4. Undertaking:-**

- a. **“We M/s \_\_\_\_\_ firm has not been blacklisted /debarred by Government of India/ State Government/ PSU/ Any reputed organization in the past.”**
- b. **“We M/s\_\_\_\_\_ agree to withdraw all the deviations, if any, unconditionally and accept all the Terms and conditions of the tender document including the technical specifications.”**
- c. **“We M/s \_\_\_\_\_ liable to pay Minimum wages for Electricians (under skilled category) as per latest Central Labour Commissioner (CLC) Notification issued by time to time and allied benefits such as PF, ESIC, Bonus, etc”.**
- d. **“We M/s\_\_\_\_\_ have the capability to supply the services as per tender document.”**

**5. Note: Payment terms: The payment will be released on monthly basis after submission of bills along with supporting documents and acceptance of services by buyer.**

**6. Details of the Manpower to be hired-**

- a. The firm should depute man power as per below –  
ISP estate + CNP colony + Corporate R&D – 04 Skilled workmen.  
Nehru Nagar estate + ISP hospital – 04 Skilled Workmen.

**7. Detailed Scope of Work-**

**Annual maintenance contract (AMC) for daily routine electrical maintenance of ISP estate , Nehru Nagar Township, ISP Hospital , Guest houses and Corporate R&D :-**

**(A) Details of the area is to be maintained as below -**

- 1) ISP estate –Having different types of qtrs like A , B, C, D , F, E and GOB qtrs. and 250 Nos. LED street light fittings and Post office.
- 2) Nehru Nagar estate –Having different types of quarters like type A, I , II, IIA, IIB, III, IV qtrs more than 900 qtrs are occupied and around 235 Nos. LED street lights.
- 3) ISP hospital and hospital colony, OPD’s, Offices, Laboratory, LED street lights – 25 Nos.
- 4) Corporate R&D - This is our corporate Research and development center having different types of laboratories and conference hall, offices, street lights.
- 5) CNP colony – Type IIB – 03 Nos, Type III- 02 Nos. Type IV- 02 Nos. Type- VI- 02 Nos. and street light having LED fittings and tube light fittings.
- 6) CSP guest house in ISP estate – having 5 VVIP suits and 6 VIP suits Dining hall, Kitchen, conference hall.
- 7) Godavari guest house having 10 single room and 6 double room and kitchen.
- 8) Pump houses – 160 qtr pump house, 160 qtr pump house, 100 qtr pump house, ISP Hospital pump house having pump motors of 7.5 HP to 50 HP Pumps and submersible pump sets.
- 9) Sewage plants – Nashikkar mala sewage plant, Nehru Nagar Sewage plant.



- 10) CISF offices at Nehru Nagar – Different offices of CSIF.
- 11) Estate offices at ISP estate and Nehru Nagar estate.
- 12) US Gymkhana in ISP estate - Hall, tennis court , etc.
- 13) Union Offices in ISP estate – union offices.

**(B) Details of the electrical works to be carried out in Non-Comprehensive Annual maintenance contract of ISP estate, Nehru Nagar township, CNP Colony, Corporate R&D and ISP Hospital: -**

1) The firm will have to carry out the electrical routine and break down maintenance of nearly 1200 quarters, offices, pump houses, sewage plant , etc. in Nehru Nagar township, CNP Colony , Corporate R&D and ISP Hospital , Bungalows and Quarters in ISP estate, CSP Guest house, Godavari Guest house , US Gymkhana , Union offices.

2) The firm/agency must note down the meter readings for various quarters in India Security Press Township area once in every month and submitting the same to concerned Engineer in-charge for Township.

3) Preventive maintenance should be carried out on quarterly basis. The details of Preventive Maintenance conducted are also to be recorded and must be countersigned by the Engineer in charge of ISP Nashik or by his authorized representative. Further, the report of compliance shall be submitted to ISP Nashik.

4) The agency/firm will supervise the maintenance work of the whole electrical installations including proper maintenance of log book (complaint & job register) on daily basis. Log book (complaint & job register) is to be maintained and the daily record of log book is to be signed by the agency/firm and verified and counter signed by concerned Engineer-In-Charge of ISP, Nashik.

5) In case of any abnormality noticed for any electrical installations the same should be rectified/set right immediately by taking prompt, appropriate & effective measures/actions by proper recording and reporting the same to concerned Engineer In-Charge of ISP Nashik.

6) Provision of necessary manpower to be done adequately on requirement basis during the 7 days of week in day time. The successful firm has to attend any breakdown or emergency situation on any day viz. Sunday, holiday and night without extra charge to ISP. This is an exceptional requirement.

7) All the required electrical materials like switches, Sockets, Wires, cables, MCB's, MCCB 's switch boards, LED Street light luminaries, LED bulbs, contactors, Overload relays, etc for day-to-day maintenance of quarters, pump houses, sewage plants, offices, etc as required will be provided by ISP.

8) Providing additional manpower for repairing / replacement of damaged UG cables etc as per the site requirement if any emergency / major shutdown occurs without extra cost.

9) Repairing / replacement of damaged /defective LED street lights as per the actual site requirement. 10) Repairing / replacement of damaged / defective accessories of feeder pillar including MCCB's, MCB's gland etc as per the actual site requirement including door welding services if required.

11) Repairing / replacement of damaged pumps motor, starter including lowering lifting, etc. as per the actual site requirement but excluding of motor rewinding.

12) Provision for wiring / rewiring of damaged points of the quarters/ offices etc. as per the actual site requirement.

13) All the work and services under this AMC shall be complying IE rules and CEA rules.

### **(C) Terms and conditions:-**

1. All the required material for the electrical maintenance will be provided by India Security Press , Nashik Road.
2. Penalty clause: A penalty of Rs 500/- (maximum per day) for minor fault and Rs 1000/- (maximum per day) for major faults irrespective of the numbers of faults reported per day may be deducted against monthly bills raised.
3. Further, in case of major fault like (malfunctioning of any pump motor set, transformer, breakers or any other H/T & L/T switch gears, replacement of faulty power cable etc.) the up-time is maximum 24 hours from date & time of call log in the register, provided all relevant spares are provided to the agency/firm on time by ISP Nashik.
4. No materials should be taken out of maintenance site without necessary permission of Engineer-In-Charge of ISP Nashik
5. The firm shall issue the identity cards, electrical safety shoes to his workmen and shall duly intimate in writing the names along with their telephone numbers to the Engineer-In-Charge of ISP Nashik and also intimate the same as and when there is any change.
6. The firm shall follow the provisions of the Electricity Act 2003 and the Regulations framed there under. The firm should provide all firefighting equipment and other safety equipment essential as per Electricity Rules and maintain the same throughout the contract period.
7. The engagement and employment of laborers and payment of wages to them should be as per existing provisions of various labor laws and regulations and it is the sole responsibility of the contractor and any breach of such laws or regulations shall be deemed to be breach of the contract. ISP Nashik may ask the contractor to produce documents to verify that these provisions/ laws are complied by the contractor.
8. All wages allied benefits such as leave, ESI, PF, Bonus, etc. shall be paid by the contractor and ISP Nashik shall not incur any liability or additional expenditure whatsoever for personnel deployed . Also, the contractor shall make wage payment through bank account transfer/cheque.
9. The contractor shall abide by all labor laws, related to Employee Provident Fund & Miscellaneous Act 1952, ESI Corporation 1948, Workmen Compensation Act 1923, Payment of Wages Act 1936, Minimum Wage Act 1948, Industrial dispute Act 1947, Maternity Benefit Act 1961, Payment of Bonus Act 1965, Factory Act 1948 and other related applicable labor laws. ISP Nashik may ask the contractor to produce documents (like details of EPF, ESIC in respect of their deployed staff) to verify that these provisions/ laws are complied by the contractor. The contractor shall abide including but not limited to matters relating to timely payment of wages and allowances, payment of minimum wages, grant of leave, payment of worker's compensation, working hours, safety,, holidays, framing of standing orders, disciplinary action against their employees, payment of provident fund contributions and payment of bonuses as per statutory rules. The contractor shall submit periodical returns as may be specified from time to time.
10. The successful tenderer has to pay the minimum wages to its personnel/ staff/ members deployed as per the notification published by Central Government, besides paying all other statutory payments. The successful bidder has to maintain all records and legal documents updated as per prevailing statute and have to produce before the management/ statutory authorities as and when asked for. Besides the successful bidder has to indemnify the ISP Nashik from all types of legal implications due to any negligence on the part of successful bidder and for which the ISP Nashik is not responsible.

Additional Qualifying criteria for the firms:

11. The details of certifications that are required to be held by the vendor to be eligible for submitting the proposal are as follows:-

a) **The electricians deputed by the firm/agency must consist of ITI certificate of 2 year.**

12. The firm should attend the complaints within one hour on daily basis without delay.

13. In case of major and emergency breakdown affecting large area, the firm shall have to provide sufficient additional man power to complete the work without extra cost.

14. The firm should keep records of works order, verbal complaints, material received from ISP, material consumed and scrap materials handed over to ISP

15. The payment will be made on Monthly basis and as per variable dearness allowance as per central Govt from time to time .

**16. The firm should depute man power as per below -**

**ISP estate + CNP colony + Corporate R&D - 04 Skilled workmen.**

**Nehru Nagar estate + ISP hospital - 04 Skilled Workmen.**

17. The firm should carry out the works in stipulated time schedule otherwise the firm will be penalized by deducting the proportionate amount for the delay work.

18. ISP will provide free water and Electricity however all the tools and tackles, instruments and equipment's will have to be brought by the firm.

19. The firm shall keep the records of work done day wise with required material.

20. The firm shall take and forward monthly electric meter readings of ISP estate quarters, offices and CNP colony quarters to Engineer-in-charge of ISP.

21. The firm will have to take all the safety precautions while carrying out the works regarding the safety and security of ISP's personal and property. Also, the firm will have to submit the Police verification report of their crew to get entry permission and admit pass.

**22. The firm must have valid electrical contractor license and self-attested copy of the same shall be submitted along with the bid.**

23. The safety of the firm's labors is to be ensured by the firm and ISP disowns any liability in this regard, in case any hazard or accident occurs. In case of ISP's property damaged /losses due to negligence of the firm's employee appropriate compensation will be recovered from the firm.

24. The firm is strictly advised to visit the site along with our representative to understand the scope of work before participating the bid and to avoid any ambiguity in further during AMC period

25. The documentary proof regarding fulfilling the permissions under the above acts, rules and regulations are required to be submitted along with monthly bills/ Tax invoice to release the payment.

26. Successful bidder (after issuance of PO) must inform to ISP in writing deputed workmen list, their qualification, wireman license certificate and experience certificate minimum 5 years and submit to concerned executive of ISP for cross verification.

27. Successful bidder must have competent enough to look after the day to day activity and arranging to attending complaints by their deputed workmen and to report daily to the concerned executive of ISP. 28. Successful bidder must have to get their all workmen registered for Biometric attendance in ISP. They have to mandatory punch their biometric attendance in ISP workshop Biometric device daily.

29. Workmen deployed by successful bidder must have to do only the work mentioned in this scope of work. They must not be deputed to carry out any other works either in factory or in Estate without the written permission of competent authority. If found, suitable action as decided by ISP management will be taken against the bidder and their workman.

30. Duty timings of deputed workmen will be decided by concerned executive of ISP every week.

**8. Please refer the below mentioned links for GCC and GIT-**

<https://spmcil.com/uploaddocument/GIT3.0.pdf>

<https://spmcil.com/uploaddocument/GCC3.0.pdf>

**9. Clarification of Bids/Shortfall Documents:**

During the evaluation and comparison of bids, the purchaser may, at his discretion, ask the bidder for clarifications on the bid. The request for clarification shall be sought only once on GeM portal, asking the bidder to respond by a specified date/period (i.e. Seven days). If the bidder does not comply or respond by the date/period (i.e. within Seven days), his tender will be liable to be rejected.

Depending on the outcome, such bids are to be ignored or considered further. No post-bid clarification at the initiative of the bidder shall be entertained.

Note: While submitting the Clarification/Shortfall Document any technical difficulty occurs on GeM portal, then the bidder can submit the Clarification / Shortfall Document through e-mail (e-mail id: [purchase.isp@spmcil.com](mailto:purchase.isp@spmcil.com)).

The Procuring Entity reserves its right to, but without any obligation to do so, seek any shortfall information/ documents only in case of historical documents that pre-existed at the time of the Bid Opening, and which have not undergone change since then and does not grant any undue advantage to any bidder. As far as the submission of documents is concerned regarding qualification criteria, after submission of the bid, only related shortfall documents shall be asked for and considered.

For example, if the bidder has submitted a supply order without its completion/performance certificate, the certificate will be asked for and considered. However, no new supply order shall be asked for to qualify the bidder.

**10. Bidder must submit check list of below mentioned documents: -**

Sr. No.	Description	Submitted / Not Submitted
1	Documentary evidence towards submission of <b>EMD (Rs. 61,408/-)</b>	
2	Documentary evidence towards Experience and past performance criteria as per <b>clause 1</b>	
	Documentary evidence towards Capability as per <b>clause 1 (c)</b>	
3	Documentary evidence towards Financial data i.e. CA Certified and Audited Balance sheets and Profit & Loss Account statements duly authenticated by a Chartered Accountant / Cost Accountant in India of last three financial years i.e. 2021-22, 2022-23 and 2023-24 as per <b>clause 2</b>	

4	Documentary evidence towards having registered office in the state of Maharashtra as per <b>clause 3</b>	
5	Valid Electrical Contractor License of the firm as per <b>clause 3 d (i)</b>	
6	Undertaking as per <b>clause 4</b>	
7	MSE Certificate/Start up Certificate if claiming for exemption against experience and turnover criteria only.	
8	Duly sealed signed copy of Scope of Work as per <b>clause 7</b>	

**“Anti-Bribery Management System (ABMS): By participating in this tender, the suppliers/Vendors/ Contractors are deemed to have undertaken that they shall not give or take, any financial or non-financial bribe, to or from anyone during the tender or during the execution of the contract thereafter and if they notice any such incident happening, they shall report it to Vigilance.”**

## **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. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

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. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
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.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

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---**