

### Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण  |  |
|--|--|
| Bid End Date/Time/बिड बंद होने की तारीख/समय  | 29-05-2025 11:00:00  |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय   | 29-05-2025 11:30:00  |
| 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 Power  |
| Department Name/विभाग का नाम   | Na   |
| Organisation Name/संगठन का नाम   | Ntpc Limited   |
| Office Name/कार्यालय का नाम  | Cg   |
| क्रैता ईमेल/Buyer Email  | buyer72.nl.cg@gembuyer.in  |
| Item Category/मद केटेगरी   | Custom Bid for Services - Biennial contract for Deployment of 02 nos HSW manpower for Township Civil Department at NTPC Unchahar   |
| Similar Category/समान श्रेणी   | <ul style="list-style-type: none"> <li>Manpower Outsourcing Services - Minimum wage</li> </ul>   |
| Contract Period/अनुबंध अवधि  | 2 Year(s)  |
| MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट   | No   |
| Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट   | No   |
| Document required from seller/विक्रेता से मांगे गए दस्तावेज़   | Certificate (Requested in ATC)<br>*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 |
| 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  | Two Packet Bid   |
| Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय | 2 Days   |

**Bid Details/बिड विवरण**

|   |                             |
|---|-----------------------------|
| <b>Estimated Bid Value/अनुमानित बिड मूल्य</b> | 2077586.92                  |
| <b>Evaluation Method/मूल्यांकन पद्धति</b>     | Total value wise evaluation |
| <b>Arbitration Clause</b>                     | No                          |
| <b>Mediation Clause</b>                       | No                          |

**EMD Detail/ईएमडी विवरण**

|                   |    |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

**ePBG Detail/ईपीबीजी विवरण**

|                   |    |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

**MII Compliance/एमआईआई अनुपालन**

|                               |     |
|-------------------------------|-----|
| MII Compliance/एमआईआई अनुपालन | Yes |
|-------------------------------|-----|

**MSE Purchase Preference/एमएसई खरीद वरीयता**

|   |     |
|---|-----|
| MSE Purchase Preference/एमएसई खरीद वरीयता | Yes |
|---|-----|

1. 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.

2. 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.

3. 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.

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

**Pre Qualification Criteria ( PQC ) etc if any required:**[1747136519.pdf](#)

**Instruction To Bidder:**[1747136520.pdf](#)

**Scope of Work:**[1747136526.pdf](#)

**Payment Terms:**[1747136529.pdf](#)

**Quantifiable Specification / Standards of The Service/ BOQ:**[1747136541.pdf](#)

**Project Experience and Qualifying Criteria Requirement:**[1747136560.pdf](#)

**GEM Availability Report ( GAR):**[1747136569.pdf](#)

**Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:**[1747136603.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -2:**[1747136606.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -1:**[1747216200.pdf](#)

**Custom Bid For Services - Biennial Contract For Deployment Of 02 Nos HSW Manpower For Township Civil Department At NTPC Unchahar ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

| Specification  | Values   |
|--|--|
| <b>Core</b>  |  |
| Description /Nomenclature of Service Proposed for procurement using custom bid functionality | Biennial contract for Deployment of 02 nos HSW manpower for Township Civil Department at NTPC Unchahar |
| Regulatory/ Statutory Compliance of Service  | YES  |
| Compliance of Service to SOW, STC, SLA etc   | YES  |
| <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   | The quantity of procurement "1" indicates Project based or Lumpsum based hiring. | Additional Requirement/अतिरिक्त आवश्यकता |
|----------------|---|---|--|--|
| 1              | Rajesh Sharma   | 229406,Feroz Gandhi Unchahar Thermal Power Station P.O,UNCHAHAR RAEBARELI | 1  | N/A                                      |

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

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

Buyer Added text based ATC clauses

# ***NTPC LIMITED***

***(A Government of India Enterprise)***

## ***Additional Terms and Conditions (ATC)***

***UNIFIED SHARED SERVICE CENTRE, CPG-1, RAIPUR***

***CONTRACT & MATERIAL DEPTT***

(This document is meant for the exclusive purpose of bidding against this Bid Document No. / Specification and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued).

v **Please ensure that this document (ATC) is digitally signed and submitted as part of your bid. Submission of this document is mandatory.**

**Name of Work : Biennial contract for Deployment of 02 nos HSW manpower for Township Civil Department at NTPC Unchahar.**

**Location of Work: NTPC Unchahar**

## **BID NO: GEM/2025/B/6224842**

1. Additional Terms & Conditions (ATC) of this tender comprises the following documents:

- a. Section-I: Invitation for Bids (IFB)/Tender Enquiry/Notice Inviting Tender (NIT).
- b. Section-II: Instructions to Bidders (ITB)
- c. Section-III: General Conditions of Contract (GCC)
- d. Section-IV: Special Conditions of Contract (SCC)
- e. Section-V: Scope of work, Technical Specifications and Bid Drawings (Scope of Supply/Service)
- f. Section-VI: Schedule of Quantities (SOQ) / Bill of Quantities (BOQ)
- g. Section-VII: Forms and Procedures

2. Terms and Conditions stipulated in ATC will supersede those in GeM GTC and STC in case of any conflicting provisions.

3. It shall be deemed that bid submitted by the bidder is unconditionally accepted with all the clauses mentioned in BID (including Integrity Pact (If applicable), Attachment-09 and Attachment-13 of ATC) which is in line with GeM seller undertaking Sl. 3.0 "*I have read all the Bid conditions including the GeM GTC, STC and also all the clauses incorporated by the Buyer in ATC and various corrigendum of the bid. I hereby confirm acceptance and compliance of all the conditions including GTC, STC and ATC and Corrigendum conditions. I also confirm that all the product(s) offered is/are fully compliant with the specifications asked for in the bid, including the additional specification parameters incorporated by the Buyer in the bid document.*"

4. **NOTE: PBG option has been selected NO on GeM Bid. However, Vendor shall be required to submit PBG/SD as per GCC/SCC/STC**

5. The bidder has to submit their offer inclusive of GST.

6. The bidder has to mention GST % in the offer.

7. All the bidders have to submit the GTE template PAN, GSTIN etc.

8. The bidder should not be under any banning/suspension/withholding with NTPC Ltd.

9. The Service Provider hereby undertakes not to charge any money/fees/ deductions in whatever manner, name, or form, or take any monetary/non-monetary considerations, or make any unlawful deductions from the compensation/salary of the manpower/employees/resources engaged by it and, to be deployed at the Buyer's site. The Service Provider further agrees that it will not indulge in any unethical practices and acknowledges that any non-compliance of the aforesaid undertaking will be treated as a material breach of the Contract, in which case the Buyer and GeM shall have the right to take appropriate independent actions including termination of the Contract and actions as per GeM Incident Management Policy.

10. **Who Can Participate: Eligibility Criteria for Bidders**

a. Subject Tender is floated on Limited Tender (LT) basis and Vendor(s) eligible to participate have been short-listed and approved by Competent Authority as per 'Works & Procurement Policy of NTPC'. Any Other Bidder(s) who is not shortlisted/approved by Competent Authority for this Bid shall not be considered and Bids of such Bidder(s) shall be summarily rejected during bids evaluation.

b. After publication of Bid, if any Bidder(s) submit the request for Bid participation, the request shall be forwarded to Vendor selection Committee (VSC) for review/examination of credentials. Bid of such Bidder(s) shall also be considered for Technical Evaluation if Party / Vendor is approved by Competent Authority based on VSC recommendation.

c. Vendor can submit the request for participation at **mail ID (reshusingh@ntpc.co.in)** mentioned in buyer added ATC document also. Timeline for submission of request by such Vendors shall 07 days from the publication of Tender and no further request will be entertained after the expiry of 07 days period.

d. Kindly ensure submission of your PAN and GSTIN registration certificates along with the bid for verification and compliance..

11. Bidders are advised to mention their prices at the designated place only on the GeM portal as the same shall only be considered for evaluation and price content mentioned / uploaded along with any other documents in their bid shall not be considered in any case.

12. **In case of non-submission of the Attachment 3L / Declaration with authorized seal and signature on Bidder's Company's Letter Head, the bid shall not be entertained (Format of Attachment 3L is enclosed in Section-VII "Forms & Procedures" & for detail please refer clause no. 64 of SCC, Section-4 of the subject tender document.**

13. **A new functionality is introduced in GeM portal, where IP addresses of participated Bidders related to Technical and Financial Bid submission are displayed to buyer. The primary objective of this new feature is to identify collusion activities between sellers by capturing their IP addresses. During the technical evaluation stage, in case of common IP address of a seller with any other seller (s), all such bids shall be liable for rejection.**

14. Acceptance of the following clauses on the GeM portal, in reference to the subject tender, shall be deemed as unconditional acceptance of all terms and conditions specified in the Additional Terms and Conditions (ATC) document, as well as any other clauses stated elsewhere in the bid document, irrespective of their location or context:

1.Regulatory/Statutory Compliance of Service

2.Compliance of Service to Scope of Work (SOW), Special Terms and Conditions (STC), Service Level Agreement (SLA), etc.

15. **Vendors' Grievances Redressal Mechanism: All post award communication/ grievance will be addressed to Engineer-In charge/ consignee at email id:- \*\*\*\*\*@ntpc.co.in (\*Email id of EIC to be shared along with Purchase Order)**

**In case of non-resolution of the issue, matter can be escalated along with previous corres**

pondence(s) to email id :- [vendor\\_grievance\\_cpg1@ntpc.co.in](mailto:vendor_grievance_cpg1@ntpc.co.in)

**16. EMD/Bid Security : NOT APPLICABLE**

**17.MSE BENEFIT IN AWARD : APPLICABLE , For DETAIL PLEASE REFER CL NO. 28 of SCC**

**18.Instructions for filling the Price Bid:**

- A. The Bidder is required to quote Lumpsum Price {Including GST) in GeM Bid for entire service contract based on the quantity mentioned in “Detailed BOQ” attached under Quantifiable Specification / Standards Of The Service/ BOQ” tab of GEM.
- B. The Declaration of applicable/QUOTED GST for the package is required to be MENTIONED in Attachment-9 as per the provisions of the bidding documents.
- C. The quoted amount by Bidder in their GEM Bid shall represent the total Lumpsum-price i.e. {Quantity x Unit Rate) + Quoted GST (as declared in Annexure-9)} for subject service contract.

**19. Splitting of Quantity: NOT APPLICABLE**

**ATTACHMENT-9**

**DECLARATION REGARDING GST**

**BID NO: GEM/2025/B/6156565**

**Bidders Name & Address:**

**To,  
NTPC LTD**

.....

.....

**Declaration Regarding GST**

**A. Applicable GST**

We hereby declare & confirm that we have considered the following GST % while quoting the price in the BOQ. **Our GST% mentioned below is inclusive in our Bid Price.**

| Sl.No | Item Description  | HSN Code | GST Rate (%) |
|-------|---|----------|--------------|
| 1.    | <b>Biennial contract for Deployment of 02 nos HSW manpower for Township Civil Department at NTPC Unchahar</b> |          | <b>18%</b>   |

2.AND KINDLY DECLARE THE SUBMITTED GST% IN GST DECLARATION ATTACHMENT-9 IN GEM PORTAL ,REFER FORMAT OF ATTACHMENT-9 BELOW . If bidder fails to declare GST percentage declaration , it will pre assume that the Total Price quoted in the BID is of inclusive of all taxes (considering GST @18%) & duties.

Note : During execution of the contract applicable GST shall be paid /reimbursed by the Employer on submission of (GSTIN) Invoice.

Date:

Place:

Signature.....

Name.....

Designation.....

Company Seal.....

#### **General Technical Evaluation (GTE)/Attributes **ATTACHMENT-13****

**Submission of bid on GeM Portal shall be deemed as bidder's unconditional acceptance to all the following Attributes (GTE's):**

| S.No | GTE Particulars  | Bidder's Response |
|------|--|-------------------|
| 1    | <b>We, the bidder, hereby Confirm that we are a LOCAL SUPPLIER and the LOCAL CONTENT included in the PACKAGE FOR COMPLETE SCOPE OF WORK meets the MINIMUM LOCALCONTENT requirements of the Tender.</b> | <b>Accepted</b>   |
| 2    | <b>We, the bidder, here by accept NTPC Safety Rules.</b>   | <b>Accepted</b>   |
| 3    | <b>We, the bidder, hereby accept the Fraud Prevention Policy of NTPC.</b>  | <b>Accepted</b>   |
| 4    | <b>We, the bidder, hereby accept Policy of Debarment from Business Dealings of NTPC.</b>   | <b>Accepted</b>   |



|   |  |                 |
|---|--|-----------------|
| 5 | <b>We, the bidder, hereby certify full compliance on clause as per tender documents on Restrictions on procurement from a Bidder of a country which shares a land border with India.</b> | <b>Accepted</b> |
| 6 | <b>We, the bidder, hereby accept Anti-Bribery and Anti-Corruption (ABAC) Policy of NTPC</b>  | <b>Accepted</b> |
| 7 | <b>We, the bidder, hereby certify full compliance to all provisions of Bid Documents.</b>  | <b>Accepted</b> |
| 8 | <b>We confirm that we have read and understood the I TB* Clause regarding<br/>"Conflict of Interest" and our bid is in compliance to this clause.</b>                                    | <b>Accepted</b> |
| 9 | <b>we have read and understood the SCC Clause no. 64 regarding<br/>"Declaration regarding insolvency, bankruptcy and Liquidation" and our bid is in compliance to this clause</b>        | <b>Accepted</b> |

**ATTACHMENT -**

..... **PACKAGE**

**FOR**

..... **PROJECT**

**BIDDING DOCUMENT NO. ....**

**(Compliance to “Conflict of Interest” provisions)**

**BID NO: GEM/2025/B/6224842**

We confirm that we have read and understood the ITB Clause 36 regarding “Conflict of Interest” and our bid is in compliance to this clause. In case it is established that we have provided any false information in pursuance of the aforesaid ITB\* Clause, while competing for this contract, then our bid shall be rejected and bid security shall be forfeited. We also understand that in case we become successful bidder, if it is established that we have not complied with terms of aforesaid ITB\* Clause, during execution of contract, this would be considered as fraudulent practice as mentioned in para 5.1 (j) of “Policy for Debarment from Business Dealings” and shall be dealt accordingly.

Date :

Name of Authorised Person

Place :

Designation

**2. Buyer Added Bid Specific ATC**

## 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.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

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.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

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 कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**