

**Bid Document/ बिड दस्तावेज़**

Bid Details/बिड विवरण	
<b>Bid End Date/Time/बिड बंद होने की तारीख/समय</b>	15-05-2025 12:00:00
<b>Bid Opening Date/Time/बिड खुलने की तारीख/समय</b>	15-05-2025 12:30:00
<b>Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)</b>	180 (Days)
<b>Ministry/State Name/मंत्रालय/राज्य का नाम</b>	Ministry Of Communications
<b>Department Name/विभाग का नाम</b>	Department Of Posts
<b>Organisation Name/संगठन का नाम</b>	North East Postal Circle Shillong Meghalaya
<b>Office Name/कार्यालय का नाम</b>	Shillong
<b>क्रेता ईमेल/Buyer Email</b>	doagartala.ne@indiapost.gov.in
<b>Item Category/मद केटेगरी</b>	Goods Transport Service – Per KM Based Service - postal mails; Containerized Truck; 1 Tonne or more
<b>Contract Period/अनुबंध अवधि</b>	2 Year(s)
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)</b>	6 Lakh (s)
<b>Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष</b>	3 Year (s)
<b>Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है</b>	Yes
<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/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है</b>	Yes

Bid Details/बिड विवरण	
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>	No
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	Yes
<b>RA Qualification Rule</b>	H1-Highest Priced Bid Elimination
<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>	3 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	1200000
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

#### EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	48000

#### 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 :**

AGARTALA HEAD POST OFFICE, POST OFFICE CHOWMUHANI  
Shillong, Department of Posts, North East Postal Circle Shillong Meghalaya, Ministry of Communications  
(Postmaster, Agartala Ho)

**MII Compliance/एमआईआई अनुपालन**

MI 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.

8. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.
- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

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

**For Valuable goods requiring high security, provide following details: 1. Scope of service 2. Service provider responsibility 3. Buyer responsibility 4. Size of the goods 4. Weight of the goods:**[1745471711.pdf](#)

**Scope of Work:**[1745471723.pdf](#)

**Goods Transport Service - Per KM Based Service - Postal Mails; Containerized Truck; 1 Tonne Or More ( 48000 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Nature of Goods	postal mails
Type of Truck	Containerized Truck
Size / Weight of vehicle	1 Tonne or more
Type of Travel	Outside city within state
Km Range	0-150 Km
Area of Operation	Hilly + Plain Area
<b>Addon(s)/एडऑन</b>	
Loading	NA
Unloading	NA
Tracking System (GPS)	Yes
Transit Insurance	NA
<b>Additional Details/अतिरिक्त विवरण</b>	
Type Of Trip (One-Way/Return)	return

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़****Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Running Kilometres	Additional Requirement/अतिरिक्त आवश्यकता
1	Manik Lal Das	799001,O/o The Superintendent of Post Offices, Agartala Postal Division, Post Office Chowmuhani, Agartala, West Tripura-799001	48000	<ul style="list-style-type: none"><li>Approx. KM for Tracking during contract period : 47999</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. 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.

**3. Generic**

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

**4. 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.

**5. Purchase Preference (Centre)**

Bid reserved for Make In India products: Procurement under this bid is reserved for purchase from Class 1 local suppliers as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a class 1 local supplier is denoted in the bid document 50%. All bidders must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which the bid is liable to be rejected. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

## 6. Swachh Bharat Mission(SBM)

### Scoping for AMC of STP

#### a.The shift operators shall

- 1.Attend duty in the stipulated time and allotted shift and Operate , Maintain the Plant equipment's (STP) by following the Work Instructions and Safety Guidelines .
- 2.Check the Raw Sewage Pumps, Sludge Recirculation Pumps, Aerators(fixed/surface), Pre Final Treated Water pumps, Final Treated Water Pumps, Air blower and Electrical panel, Pressure sand filter, tank, etc. for healthiness and record in the daily log book. Record the Flow meter readings.
- 3.Periodic cleaning of Bar Screen Chamber from accumulation of solid debris flowing towards Equalization Tank.
- 4.Periodically Collect the Sample of Sewage from the Surface aerator tank and shall be transferred to Imhoff cone for measuring MLSS/MLVSS content and based on the result necessary adjustment shall be carried out for healthy operation of the plant.
- 5.Prepare Sodium Hypochlorite solution as per the instruction and adjust the flow for disinfecting the treated sewage.
- 6.Keep the Plant surroundings neat and clean by way of cleaning the spillages, overflows, clogging etc.
- 7.Check the 'Return Sludge' as applicable.
- 8.Any other activity required on SOS basis.

**Caution :** (i) *The operator should not enter any confined space without checking the level of oxygen in indoor air.*

(ii) *Compliance to regulatory norms as prescribed by concern SPCB/PCC is one of the basic condition of Contract and non-negotiable.*

#### b.The Contractor or his technical representative Shall

- 1.Visit the STP "ONCE IN A WEEK" and shall observe and report the healthiness of the plant to the Client/Site Incharge. He shall put his signature in the attendance register maintained at the plant during each visit to the plant and report to the concerned engineer.
- 2.He/She shall be responsible for the general administration works for the operators deputed for the work.
- 3.He/She shall be responsible for preparing and submitting the monthly invoices, entry pass of operators, Sunday and holiday entry passes, Attendance upkeep, coordination with HR department and liason during visit of state government officials for verification of documents.
- 4.He/She shall be responsible for providing necessary guidelines for the operator regarding safety, health and environmental matters and create general awareness about company disciplines.
- 5.He/She shall be responsible for all official correspondences with Client/Site Incharge.
- 6.He/She shall be responsible for any failure of the operators in following the company disciplines and standing orders.
- 7.Any other activity required on SOS basis.

The contractor shall follow the labour laws in engaging the man power and ensure that the operators are given weekly off also to depute Operator if the Shift Operator / General shift operator is on leave / absent / compensatory off.

## 7. Swachh Bharat Mission(SBM)

### Fixed /Floating Surface Aerator

#### The shift operators shall

- 1.Clear the shaft of the motor from any algae or sludge build up, simply by wiping it down.
- 2.Inspect the system for any damages caused by objects colliding with the aerator such as rocks.
- 3.Check the electrical cable for any cuts or abrasions and test the voltage.
- 4.Check that the aerators operation is normal and the motor is not producing any strange noises.
- 5.Clear the motor housing.
- 6.Clear the nozzle from any build-up.

## 8. Swachh Bharat Mission(SBM)

### Diffused Air Aeration System

#### The shift operator shall

1. Check proper operation of the blower.
2. Check proper operation of PLC control and alarms.
3. Check and clean the air intakes on the blower enclosure.
4. Clean the filter on the blower.
5. Determine the level of sludge on the bottom of the clarifier and adjust waste cycle.
6. Check to ensure the air intakes are clear of debris.
7. Check operation of compressor and clean filter.
8. Check the integrity of the air line and sensor fittings in enclosure.
9. Check to ensure aeration is fine and even across tank.

**Caution :** *The operator should not enter any confined space without checking the level of oxygen in indoor air.*

#### 9. **Swachh Bharat Mission(SBM)**

##### **Chemical Dosing System for Chlorination**

###### **The shift operator shall**

1. Check the organic matter component at low level prior to chlorine addition.
2. Check the residual chlorine @ 45 minutes.
3. Check whether the solution is correctly sucked into the injection pump;
4. Regularly check the diaphragm assembly for wear or breakage;
5. Clean the one-way valve and filter regularly.
6. At temperature lower than 0°C, stop using the dosing pump and drain the water in the pump;
7. Do not use tools to adjust pressure. The pressure only can be adjusted when there is no pressure in the dosing pump.
8. Regularly check the liquid level in the chemical storage tank to prevent the metering pump from running without load.
9. Check whether the bolts of the pump head of the metering pump are tight and whether the seals are intact at least once every three months.

#### 10. **Swachh Bharat Mission(SBM)**

##### **Primary and Secondary Clarifiers with scraping mechanism**

###### **The shift operator shall**

1. Check for the condensate accumulation in scraper drive and remove it frequently.
2. Lubricate primary and secondary reducers and the main gear and bearing on regular basis.
3. Check all oil levels weekly and should also drain and replace the main gear oil every 6 months.
4. Check to ensure that the torque control is functioning properly.
5. Lubricate all types of primary and secondary reducers, bearings and seals on regular basis and replace when necessary.

#### 11. **Swachh Bharat Mission(SBM)**

##### **Pressure Sand Filters**

###### **The shift operator shall**

1. Avoid leaving the filter without water for proper maintenance of the filter material.
2. Check corrosion of vessel and other parts and painting be done as and when required.
3. Check the leakage to prevent water loss.
4. Check the pressure drop for taking up backwashing.
5. Control the inlet valve to prevent the media for coming out of vessel.
6. Periodical change of media needs to be done.

**Caution :** *The operator should not enter any confined space without checking the level of oxygen in indoor air.*

#### 12. **Swachh Bharat Mission(SBM)**

##### **Activated Carbon Filter**

###### **The shift operator shall**

- 1.Avoid leaving the filter without water for proper maintenance of the filter material.
- 2.Check corrosion of vessel and other parts and painting be done as and when required.
- 3.Check the leakage to prevent water loss.
- 4.Check the pressure drop for taking up backwashing.
- 5.Control the inlet valve to prevent the media for coming out of vessel.
- 6.Periodical change of media needs to be done.

**Caution :** *The operator should not enter any confined space without checking the level of oxygen in indoor air.*

### 13. **Swachh Bharat Mission(SBM)**

#### **Mechanical Filter Press**

##### **The shift operator shall**

- 1.Check fittings and hydraulic lines for leaks. If you discover a leak, tighten the fittings or replace them along with the hose.
- 2.Make sure the hydraulic oil used in your filter press is clean.
- 3.Monitor oil levels and temperature when the filter press is operating.
- 4.Check the nuts and bolts on a regular basis.
- 5.Keep the press safety systems in peak condition.
- 6.Keep a log of press data including cycle time, cake consistency (edge, center), air blowdown time, filtrate clarity, etc.

**Caution :** *The operator should not enter any confined space without checking the level of oxygen in indoor air.*

### 14. **Swachh Bharat Mission(SBM)**

#### **Sewage Pump**

##### **The shift operator shall**

- 1.Watch for signs of leaks, rust, or general wear and tear.
- 2.Listen odd noises carefully during pump cycles and accordingly take action for repair and maintenance.
- 3.Clean the accessible parts on daily basis.
- 4.Check the lubrication of the pump.
- 5.Check for signs of overheating, corrosion, or other forms of wear and tear.
- 6.Avoid to keep the loose wire during pump operation.
- 7.Replacing worn-out components, like seals, gaskets, or the motor itself.
- 8.Keep the spare parts and essential tools in store ready for any time requirement.

**Caution :** *The operator should not enter Sewage Pump House checking the level of oxygen in indoor air.*

### 15. **Swachh Bharat Mission(SBM)**

#### **Sludge Pump**

##### **The shift operator shall**

- 1.Check for leaks in the pump's exterior.
- 2.Inspect the power cable for any damage.
- 3.Listen if there are any strange noises or vibrations.
- 4.Make sure the pump is properly ventilated.
- 5.Keep the pump and nearby area clean to avoid debris.
- 6.Inspect shaft pump alignment.
- 7.Check the wear rings.
- 8.Check the bearings' temperature.
- 9.Perform a complete disassembly and inspection of the pump.
- 10.Replace worn or damaged parts.
- 11.Check if the pump's operation is proper.
- 12.Inspect the impeller.

**Caution :** *The operator should not enter Sludge Pump House checking the level of oxygen in indoor air.*

### 16. **Swachh Bharat Mission(SBM)**



## **Maintenance of Civil Works**

### **The shift operator shall**

1. Identify the defects or damages occurring in the structure and rectify and repair the damaged structure.
2. Check the leakage in the treatment tanks & repair if any detected.
3. Repair any developed cracks in the STP.
4. If there is any waterlogging around the STP, remove it immediately.
5. Check any dampness problem due to rain in walls, especially near electrical fittings.
6. Vegetation should be removed to stop its further growth.

**Note :** Specific work item details shall be prescribed by Authority before seeking proposals on AMC .

## **17. Swachh Bharat Mission(SBM)**

### **Maintenance of Electrical Works**

#### **The shift operator shall**

1. Take help of trained and certified workers to install, maintain, or repair electrical equipment.
2. Ensure that live-wire work is conducted by trained workers.
3. Keep the minimum approach distances outlined for specific live line voltages.
4. Ensure proper use of special safety equipment and procedures when working near, or on, exposed energized parts of an electrical system.
5. Stay at least 10 feet (3 meters) away from overhead wires during on-site activities.
6. Never operate electrical equipment while you are standing in water.
7. If working in damp locations, inspect electric cords and equipment to ensure that they are in good condition.

**Note :** Specific work item details shall be prescribed by Authority before seeking proposals on AMC .

## **18. Swachh Bharat Mission(SBM)**

### **Maintenance of Fire Extinguisher**

#### **The shift operators shall**

1. Maintain the record of checking and certification of all fire extinguishers.
2. Maintain the fire extinguisher at the proper location installed for the purpose.
3. Organise training to aware the use of fire extinguisher.
4. Organise a mock drill for fire extinguisher.
5. Replace/Refill the chemicals 15 days before expiry date

## **19. Generic**

**Consortium:** In case of Contracts, wherein the seller alone does not have necessary expertise, the seller can form consortium with other sellers for submission of the bid, with one of the consortium company as leader. However, each and every member of the consortium shall be equally responsible for the complete execution of the project contract. An undertaking to this effect is to be uploaded with bid.

## **20. Service & Support**

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

## **21. Service & Support**

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

## **22. Generic**

Malicious Code Certificate:

The seller should upload following certificate in the bid:-

(a) This is to certify that the Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to :-

- (i) Inhibit the desired and designed function of the equipment.
- (ii) Cause physical damage to the user or equipment during the exploitation.
- (iii) Tap information resident or transient in the equipment/network.

(b) The firm will be considered to be in breach of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software.

## 23. Generic

**Manufacturer Authorization:** Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

## 24. Purchase Preference (Centre)

Preference to Make In India products (for bids greater than 200 Crore) (can also be used in Bids less than 200 Crore but only after exemption by competent authority as defined in Deptt of Expenditure OM dated 28.5.2020): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document 50%. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

## 25. Generic

Products supplied shall be nontoxic and harmless to health. In the case of toxic materials, Material Safety Data Sheet may be furnished along with the material.

## 26. Purchase Preference (Centre)

Procurement under this bid is reserved for purchase from Micro and Small Enterprises whose credentials are validated online through Udyog Aadhaar/URC for that product/service category. If the bidder wants to avail the reservation benefit, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid 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 product or service.

## 27. Payment

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

## 28. 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.

29. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

30. **Generic**

**WORLD BANK TERMS AND CONDITIONS:** Special Terms and Conditions as defined by world bank at [click here](#) will also be applicable. APPLICABLE ONLY IN CASE OF WORLD BANK FUNDED PROJECTS.

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

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

## **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.

**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---**