

Bid Document

Bid Details	
Bid End Date/Time	06-08-2021 20:00:00
Bid Opening Date/Time	06-08-2021 20:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Uttar Pradesh
Department Name	Urban Development Department Uttar Pradesh
Organisation Name	N/a
Office Name	Nagar Panchayat Rataul Baghpat
Item Category	Manpower Outsourcing Services - Minimum wage - Unskilled; Others; Sweeper , Manpower Outsourcing Services - Minimum wage - Skilled; Admin; Computer Operator , Manpower Outsourcing Services - Minimum wage - Skilled; Others; Driver - LMV , Manpower Outsourcing Services - Minimum wage - Skilled; Healthcare; Sanitary Inspector
Contract Period	8 Month(s)
Minimum Average Annual Turnover of the Bidder	21 Lakh (s)
Years of Past Experience required	3 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
SHG Exemption for Years of Experience and Turnover	No
Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Estimated Bid Value	4263456.08
Evaluation Method	Total value wise evaluation

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	2.50
EMD Amount	106586

ePBG Detail

Required	No
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(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.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

NAGAR PANCHAYAT RATAUL BAGHPAT
NAGAR PANCHAYAT RATAUL BAGHPAT, Urban Development Department Uttar Pradesh, N/A,
(Executive Officer)

Splitting

Bid splitting not applied.

1. 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.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

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.

4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Annual turnover Required by Buyer in Crores:0.21CR

The Bidder should have executed at least X No. projects with contract value not less than yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:BIDDER SHOULD HAVE DONE 3

OUTSOURCING PROJECT**Geographic Presence: Office registration certificate:**DELHI NCR**Scope of work & Job description:**[1627305783.pdf](#)**Manpower Outsourcing Services - Minimum Wage - Unskilled; Others; Sweeper (44)****Technical Specifications**

Specification	Values
Core	
Skill Category	Unskilled
Type of Function	Others
List of Profiles	Sweeper
Educational Qualification	High School
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Addon(s)	

Additional Specification Documents**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Service Number of Resources to be hired	Additional Requirement
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S.No.	Consignee/Reporting Officer	Address	Service Number of Resources to be hired	Additional Requirement
1	Mahboob	250101,NAGAR PANCHAYAT RATAUL	44	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 349 • Provident Fund (INR per day) : 45.37 • ELDI (INR per day) : 0 • ESI (INR per day) : 11.34 • Bonus (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 7.97

Manpower Outsourcing Services - Minimum Wage - Skilled; Admin; Computer Operator (1)

Technical Specifications

Specification	Values
Core	
Skill Category	Skilled
Type of Function	Admin
List of Profiles	Computer Operator
Educational Qualification	Diploma
Specialization	CCC CERTIFICATION REQUIRED
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA

Specification	Values
Zipcode	NA
District	NA
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of Resources to be hired	Additional Requirement
1	Mahboob	250101,NAGAR PANCHAYAT RATAUL	1	<ul style="list-style-type: none"> • Provident Fund (INR per day) : 120.06 • ELDI (INR per day) : 0 • ESI (INR per day) : 30.01 • Bonus (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • Minimum daily wage (INR) exclusive of GST : 923.07 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 7.9

Manpower Outsourcing Services - Minimum Wage - Skilled; Others; Driver - LMV (4)

Technical Specifications

Specification	Values
Core	
Skill Category	Skilled

Specification	Values
Type of Function	Others
List of Profiles	Driver - LMV
Educational Qualification	High School
Specialization	LMV COMMERCIAL LICENCE REQUIRED
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of Resources to be hired	Additional Requirement
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S.No.	Consignee/Reporting Officer	Address	Service Number of Resources to be hired	Additional Requirement
1	Mahboob	250101,NAGAR PANCHAYAT RATAUL	4	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 430 • Bonus (INR per day) : 0 • ELDI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • ESI (INR per day) : 13.97 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • Provident Fund (INR per day) : 55.9 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 7.9

Manpower Outsourcing Services - Minimum Wage - Skilled; Healthcare; Sanitary Inspector (2)

Technical Specifications

Specification	Values
Core	
Skill Category	Skilled
Type of Function	Healthcare
List of Profiles	Sanitary Inspector
Educational Qualification	Graduate
Specialization	SANITARY CERTIFICATION REQUIRED
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA

Specification	Values
Zipcode	NA
District	NA
Addon(s)	
Additional Details	
Designation	SAFAI NAYAK

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of Resources to be hired	Additional Requirement
1	Mahboob	250101,NAGAR PANCHAYAT RATAUL	2	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 430 • Bonus (INR per day) : 0 • ELDI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • ESI (INR per day) : 13.97 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • Provident Fund (INR per day) : 55.9 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 7.9

Buyer Added Bid Specific Additional Terms and Conditions

1. **Continuity of resources deployed by Service Provider:** Successful Service provider will ensure continuity of any allocated / deployed resources with the prior consent of the buyer department. Deployed

resources cannot be replaced by Service Provider without prior approval of buyer. Any replacement will also be provided through Sewayojan Portal only.

2. **Prohibition from seeking deposits or security amounts:** Seeking any deposits or security amounts from the deployed resource or any other form of monetary acceptance by the service provider is strictly prohibited. If any such complaint is received, incident will be raised on GeM portal for suitable action as per Incident Management Policy of GeM. In addition, buyer department may separately initiate suitable penal action as per their laid down norms.
3. **Recruitment mandated through Sewayojan Portal:** Recruitment of candidates is mandated through Sewayojan Portal ([url:www.sewayojan.up.nic.in](http://www.sewayojan.up.nic.in)). Successful bidder / Service Provider has to select candidates registered on the Sewayojan Portal only for deployment under this contract. As such successful Service provider will have to make available adequate number of candidates / resources registered on sewayojan portal for selection / short listings by the Buyer department For 1 employee selection five times and for 2 or more than 2 employees to be three times, subject to the min of 10 candidates.
4. **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.
5. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
6. 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.
7. Bidders can also submit the EMD with Account Payee Demand Draft in favour of EXECUTIVE OFFICER NAGAR PANCHAYAT RATAUL payable at BAGHPAT. 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.
8. ISO 9001: The bidder or the OEM of the offered products must have ISO 9001 certification.
9. 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.
10. For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:
 - a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
 - b. Execution certificate by client with order value.
 - c. Any other document in support of order execution like Third Party Inspection release note, etc.
11. **NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.
12. Buyer Added text based ATC clauses

BIDDER HAVE TO UPLOAD CHARACTER CERTIFICATE AND SOLVENCY CERTIFICATE ISSUED BY DISTRICT MAGISTRATE.

BIDDER HAVE TO UPLOAD UNDERTAKING 100 RS STAMP PAPER AS PER RULES.

NO DUES STAMP CERTIFICATE (ESIC & EPF) ON RS 10/- E-STAMP PAPER,

BIDDER HAVE TO UPLOAD LABOUR,SHOP ESTABLISHMNT CERTIFICATE.

SELF ATTESTED COPY OF NON-BLACKLIST BY ANY AUTHORITY IN INDIA ON RS 10/- E-STAMP PAPER.

LAST THREE YEARS SELF ATTESTED ITR OF AGENCY.

BIDDER HAVE TO UPLOAD LAST SIX MONTH CHALLANS OF EPF & ESIC.

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Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. 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 specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand

names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. 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](#), conditons 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 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.

---Thank You---