

## Bid Document

| <b>Bid Details</b>   |  |
|--|--|
| <b>Bid End Date/Time</b>   | 20-01-2023 10:00:00  |
| <b>Bid Opening Date/Time</b>   | 20-01-2023 10:30:00  |
| <b>Bid Offer Validity (From End Date)</b>                                    | 65 (Days)  |
| <b>Ministry/State Name</b>   | Ministry Of Agriculture And Farmers Welfare  |
| <b>Department Name</b>   | Department Of Agricultural Research And Education (dare)   |
| <b>Organisation Name</b>   | Indian Council Of Agricultural Research (icar)   |
| <b>Office Name</b>   | Icar-central Sheep And Wool Research Institute   |
| <b>Item Category</b>   | Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard  |
| <b>Contract Period</b>   | 1 Year(s)  |
| <b>Minimum Average Annual Turnover of the bidder (For 3 Years)</b>           | 50 Lakh (s)  |
| <b>Years of Past Experience Required for same/similar service</b>            | 3 Year (s)   |
| <b>MSE Exemption for Years Of Experience and Turnover</b>                    | Yes  |
| <b>Startup Exemption for Years Of Experience and Turnover</b>                | Yes  |
| <b>Document required from seller</b>   | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover<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 |
| <b>Bid to RA enabled</b>   | No   |
| <b>Type of Bid</b>   | Two Packet Bid   |
| <b>Time allowed for Technical Clarifications during technical evaluation</b> | 5 Days   |
| <b>Evaluation Method</b>   | Total value wise evaluation  |

### EMD Detail

|               |                     |
|---------------|---------------------|
| Advisory Bank | State Bank of India |
| EMD Amount    | 150000              |

### ePBG Detail

|                                     |                     |
|-------------------------------------|---------------------|
| Advisory Bank                       | State Bank of India |
| ePBG Percentage(%)                  | 10.00               |
| Duration of ePBG required (Months). | 18                  |

(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:**

INSTITUTE

Icar-central Sheep And Wool Research Institute, Avikanagar, Department of Agricultural Research and Education (DARE), Indian Council of Agricultural Research (ICAR), Ministry of Agriculture and Farmers Welfare (Icar -unit Cswri Avikangar)

**Splitting**

Bid splitting not applied.

**MSE Purchase Preference**

|                         |     |
|-------------------------|-----|
| MSE Purchase Preference | Yes |
|-------------------------|-----|

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 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.
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 defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

**Additional Qualification/Data Required**

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**The Bidder Should Have Executed At Least 10 Projects With Contract Value Not Less Than (Rs) 50 lakh For Each contract Of Providing Manpower Services To Government Dept/PSU last 3 Financial Years

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**X= 50, Y=10, N=03

**Geographic Presence: Office registration certificate:**ICAR-CSWRI Avikangar Teh.Malpura, Dist Tonk, Rajasthan 304501

**Scope Of Work For the Service:**[1671621116.pdf](#)

**Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard ( 30 )**

#### Technical Specifications

| Specification                                      | Values                                      |
|--|---|
| <b>Core</b>  |   |
| Type of Establishment / Area                       | Office/Commercial/Institutions/ Residential |
| Category of Profile                                | Unarmed Security Guard                      |
| Category of Skills                                 | Semi skilled                                |
| Gender   | Male  |
| Duty Hours in a day                                | 8   |
| Qualification                                      | High School                                 |
| Ex Servicemen                                      | Optional                                    |
| Age Limit  | Up to 45 years                              |
| Years of Experience                                | 0 - 3 years                                 |
| Additional Requirements for the Security Personnel | Driver's License                            |
| <b>Addon(s)</b>                                    |   |

#### Additional Specification Documents

#### Consignees/Reporting Officer

| S.No. | Consignee/Reporting Officer | Address | Number of resources to be hired | Additional Requirement |
|-------|-----------------------------|---------|---------------------------------|------------------------|
|       |                             |         |                                 |                        |

| S.No. | Consignee/Reporting Officer | Address   | Number of resources to be hired | Additional Requirement   |
|-------|-----------------------------|---|---------------------------------|--|
| 1     | Bhim Singh                  | 304501,Central Sheep and Wool Research Institute, Avikanagar, Tehsil - Malpura, District - Tonk, Via-Jaipur, Rajsathan - 304501 GSTIN-08AAALC1190R1ZT | 30                              | <ul style="list-style-type: none"> <li>• Number of working days in a month : 30</li> <li>• Basic Pay (Minimum daily wage) : 419</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 0</li> <li>• EPF Admin charge (INR per day) : 4.19</li> <li>• ESI (INR per day) : 13.62</li> <li>• Non Mandatory Compliance 1 (in Rupees) : 0</li> <li>• Non Mandatory Compliance 2 (in Rupees) : 0</li> <li>• Non Mandatory Compliance 3 (in Rupees) : 0</li> <li>• Provident Fund (INR per day) : 50.28</li> <li>• Tenure/ Duration of Employment : 12</li> </ul> |

## Buyer Added Bid Specific Terms and Conditions

### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

### 2. 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.

### 3. 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.

#### 4. **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.

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

Bidders can also submit the EMD with Account Payee Demand Draft in favour of ICAR UNIT CSWRI payable at Malpura.

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.

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

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name ICAR UNIT CSWRI Account No. 51066000084 IFSC Code SBIN0031088 Bank Name SBI Branch address Malpura.

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

#### 7. **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 ICAR UNIT CSWRI payable at Malpura. 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.

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

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name ICAR UNIT CSWRI Account No. 51066000084 IFSC Code SBIN0031088 Bank Name SBI Branch address Malpura. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

#### 9. **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.

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

Buyer Added text based ATC clauses

(1) Registration certificate of the firm under the work contract of the Central Government / State Government/ etc along with a valid certificate under **The Private Security Agencies (Regulation) Act**. The firm should be registered for providing security services in Rajasthan under **The Private Security Agencies (Regulation) Act**. Documentary evidence must be submitted.

(2) Certified Accounting statements of the firm for last 3 years by the Chartered Accountant/ Authorized body.

(3) Last 03 years continuous experience of the firm in the field of providing security services in Govt. (Centre/State) Departments/Autonomous bodies/PSUs/PSES/Banks & Insurance Companies.

(4) Year wise experience certificate with clear indication of "Satisfactory Services" for the last

03 years must be provided.

(5) EPF and ESI registration certificate issued by Govt. of India/State Government etc.

(6) Documentary proof of minimum 40 nos. (Security Guards/Supervisors) registered under ESI & EPF deposit in the respective account.

(7) The firm must have certificate of Service tax/GST issued by the Government. Document proof to be attached.

(8) Whether the firm has any legal suit/criminal case pending against it for violation of EPF/ESI,

(9) Minimum wages Act or other laws (give details).The firm must enclose a certificate indicating that there is no criminal/ legal suit pending or contemplated against them.

(10) Copy of valid ISO certificates

(11) Any disputes arising in this bid shall be filed at Malpura jurisdiction only.

#### 11. **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.

#### 12. **Buyer Added Bid Specific SLA**

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

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

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

## **Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.

13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), 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 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---**