

**Bid Document/ बिड दस्तावेज**

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	28-04-2025 14:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	28-04-2025 14:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/संघ/राज्य का नाम	Comptroller And Auditor General (CAG) Of India
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	N/a
Office Name/कार्यालय का नाम	Regional Training Institute, Ranchi
केता ईमेल/Buyer Email	nandanik.odi.au@cag.gov.in
Item Category/पद केटेगरी	Hiring of Sanitation Service - Sweeper; 6; All Areas; All Areas; Daily; 2
Contract Period/अनुबंध अवधि	9 Month(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	60 Lakh (s)
Years of Past Experience Required for same/similar service/जुनही/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/दुसरी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई एड/ and Turnover/टर्नओवर के लिए एमएसई को एड प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप एड/ and Turnover/ टर्नओवर के लिए स्टार्टअप को एड प्राप्त है	Yes

# Bid Details/बिड विवरण

Document required from seller/विक्रेता से मांगे गए दस्तावेज	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC), OEM Authorization Certificate, OEM Annual Turnover, Additional Doc 1 (Requested in ATC), Additional Doc 2 (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
Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes
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
Estimated Bid Value/अनुमानित बिड मूल्य	1529000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाले वित्तीय दस्तावेज डेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

## EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	70000

## 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 अवधि अवधि (महीने).	15

(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/जिस की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के

द्वारे से व  
(b). E  
जमान



दायाँ से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संचालन जमानत दायी, जहाँ यह लागू होती है, लाभार्थी के पक्ष में होती चाहिए।

**Beneficiary/लाभार्थी :**

Senior Audit Officer  
O/o the Pr. Accountant General (A&E), Jharkhand, Doranda-834002  
(Pay And Accounts Officer)

**MII Compliance/रक्षाआपूर्तिआई अनुपालन**

MI Compliance/रक्षाआपूर्तिआई अनुपालन

Yes

**MSE Purchase Preference/ख़ासई ख़रीद यरीयता**

MSE Purchase Preference/ख़ासई ख़रीद यरीयता

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 "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1 + 15% of margin of purchase preference / price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the OM No.1 4.2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
7. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services



over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त मांग/अतिरिक्त डेटा**

**Additional Scope of Work and Size of Areas to be Serviced**[1744703849.pdf](#)

**Machinery, Cleaning Agent and equipment requirements to be indicated if it is to be supplied by the service provider:**[1744703854.pdf](#)

**Pre Bid Detail(s)**

Pre-Bid Date and Time	Pre-Bid Venue
17-04-2025 16:00:00	Office of the Director General, Regional Capacity Building and Knowledge Institute, Ranchi Doranda, Jharkhand-834002

**Hiring Of Sanitation Service - Sweeper; 6; All Areas; All Areas; Daily; 2 ( 6 )**

**Technical Specifications/तकनीकी विवरण**

Core	Specification	Values
Category of Resource		Sweeper
Number Of Working Days in Week		6
Type of Area		All Areas
Area Inclusions		All Areas
Cleaning Cycle		Daily
Cleaning Frequency		2
Consumables/Equipments and cleaning agents to be provided by		Service Provider
Machineries to be provided by		Service Provider
<b>Add-on(s)/एडऑन</b>		
Consumables/Equipments and cleaning agents to be provided by Service Provider		Yes
Machineries to be provided by service provider		Yes

**Additional Specification Documents/अतिरिक्त विवरण दस्तावेज**

**Consignees/Reporting Officer/प्रतिवेत/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ प्रेषितकर्ता/प्रशासक	Address/पता	Number of Resources	Additional Requirement/अतिरिक्त आवश्यकता
1	Nandani Kumari	834002,Regional Training Institute, Doranda	6	<ul style="list-style-type: none"> <li>• Approx Area in Sq.Ft : 69904.71</li> <li>• Minimum Wage Per Month Per Resource (including ESI, PF, ELDI, PF Admin Charge, and relieving charges if applicable) in INR, exclusive of GST : 22402.6</li> </ul>

## Buyer Added Bid Specific Terms and Conditions/आपूर्तिकर्ता 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. 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

**Shelf Life:** The Product/Spare parts to be supplied as part of the services must have minimum

24 months

Shelf Life. On the date of supply, minimum

24 months

usable shelf life should be available / balance.

### 4. 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.

### 5. 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.

### 6. Service & Support

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

### 7. Service & Support



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

#### 8. Service & Support

The Service Provider is required to have at least 40 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.

#### 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. 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.

#### 11. Forms of EMD and PBG

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

Pay and Accounts Officer  
payable at  
O/o the Pr. Accountant General (A&E), Ranchi, Jharkhand.

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.

#### 12. Forms of EMD and PBG

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

Pay and Accounts Officer  
payable at  
O/o the Pr. Accountant General (A&E), Ranchi, Jharkhand.

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

#### 13. 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

Pay and Accounts Officer  
payable at  
O/o the Pr. Accountant General (A&E), Ranchi, Jharkhand.

. 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.

#### 14. 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 by. Execution certificate by client with contract value, etc. Any other document in support of contract execution like Third Party Inspection release note, etc.

**15. Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [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 DPIT 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 शिर्षक 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/सर्वशर्तों व शर्तों का अर्थ है, यदि कोई शर्तों में निर्धारित सेवा स्तर समझौता, तो यह सेवा के शर्तों में निर्धारित सेवा स्तर समझौते के अंतर्गत होगा।

In terms of the latest GTC 2018 regarding instructions on procurement, the Government of India has issued a circular which states that bidders of a listed brand with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, bidders must ensure that they are in compliance with this and any related declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the law. जेम्स की सामान्य शर्तों के बंड 2.6 के संदर्भ में भारत के साथ भूमि सीमा सझा करने वाले देश के विरुद्ध न ज़रूर पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा सझा करने वाले देश का कोई भी बिस्तर इस विधिव में बिड देने के लिए तभी पान ऐसा जब यह बिड देने वाला सक्षम प्राधिकारी के पास सज्जित सिंडिड में भाग लेते समय बिस्तर को इसका अनुपालन करना होगा और कोई भी भगलत धोखाण किया जाने या इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और चलाने के अनुसार ओरो की ज़रूरती करवाई जा आएगा होगा।

---Thank You/धन्यवाद---