



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/4672437
Dated/दिनांक : 22-02-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	14-03-2024 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	14-03-2024 15:30:00
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
Item Category/मद केटेगरी	Custom Bid for Services - Biennial Job Contract to Hire 06 Supervisory Staff for Office MaintenanceSupportAssistanceJob Supervision in TMD at NTPC Vindhyachal
Contract Period/अनुबंध अवधि	2 Year(s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
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	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (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/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	3 Days
Estimated Bid Value/अनुमानित बिड मूल्य	6031493

Bid Details/बिड विवरण**Evaluation Method/मूल्यांकन पद्धति**

Total value wise evaluation

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक

ICICI

EMD Amount/ईएमडी राशि

100000

ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता

No

(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 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 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 :

DGM

DGM/AGM (CPG-I/C&M) NTPC Limited, Unified Shared Service Centre, Central Procurement Group-I, Western Region-II Head Quarter, Plot No.-87, Sector-24, Atal Nagar Nava Raipur, Raipur, Chhattisgarh, Pin Code-492101 (Kale Jaya Venu Ragava Srikar)

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

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

[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.

2. 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.

3. 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 योग्यता /आवश्यक डेटा

Instruction To Bidder:[1708576596.pdf](#)

Pre Qualification Criteria (PQC) etc if any required:[1708576600.pdf](#)

Scope of Work:[1708576602.pdf](#)

Service Level Agreement (SLA):[1708576607.pdf](#)

Payment Terms:[1708576610.pdf](#)

GEM Availability Report (GAR):[1708576648.pdf](#)

Custom Bid For Services - Biennial Job Contract To Hire 06 Supervisory Staff For Office MaintenanceSupportAssistanceJob Supervision In TMD At NTPC Vindhyachal (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Biennial Job Contract to Hire 06 Supervisory Staff for Office MaintenanceSupportAssistanceJob Supervision in TMD at NTPC Vindhyachal
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)/एडऑन	

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	Rakesh Kumar	486885,Vindhyachal Super Thermal Power Station P.O. Vindhyanagar District Singrauli 486885 Vindhyanagar	1	N/A

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. 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, RAIP
UR
CONTRACT & MATERIAL DEPTT***

NIT / Tender Enquiry NO. NTPC/USSC-CPG1/ 9900274246

**Name of Package: Biennial Job Contract to Hire 06 Supervisory Staff f
or Office Maintenance/Support/Assistance/Job Supervision in TMD at N
TPC Vindhyachal.**

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: 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. **A complete set of documents as mentioned above are enclosed under “Any Other Documents As Per Specific Requirement of Buyer-1”.**
 3. Terms and Conditions stipulated in ATC will supersede those in GeM GTC and STC in case of any conflicting provisions.
 4. Bidders are required to submit the documents as mentioned in the checklist appended below while submitting their bid and submit the duly filled checklist online on GeM portal.

Formats of the documents required to be submitted as per this checklist can be referred from “Section-VII: Forms and Procedures” enclosed under ‘Instruction to Bidders’ and **“Any Other Documents as Per Specific Requirement of Buyer-1”.**

5. Instructions for filling the Price Bid: **Refer the Section - 6 BOQ**
6. **Note : After award of the contract, The agency (To whom contract is awarded) to submit the security deposit as per NTPC tender conditions.**

a.

Check List

Sl. No.	Document Required	Action required	Submitted Please tick (✓)
1	Attachment 1: Bid Security / EMD (as per ITB Clause No. 14.0)-		
	(i) Bank Guarantee, strictly in the format provided in the tender document, Amount as per NIT, validity (225 days) as per tender document.	To be uploaded online and Original BG to be submitted physically	
	Or		

	(ii) MSE (UDYAM only) certificate towards exemption of Bid Security / EMD.	To select appropriate option in the GeM portal and upload the copy of the UDYAM registration certificate	
2	Attachment 2: Authority to Sign the bid	To be uploaded online	
3	Attachment 3: Bidder's Qualifications - Copies of Documentary evidence in support of the qualification criteria as per ITB Clause No. 5.4.	To be uploaded online duly filled in	
	Undertaking duly certified and verified documents from their Statutory Auditors or specified TPIA in support of meeting Technical QR	To be uploaded online duly filled in	
4	Attachment 5: Equipment/ Machinery deployment Schedule	To be uploaded online duly filled in	
5	Attachment 6: General Declaration of Bidder	To be declared through undertaking at Attachment 13	
6	Attachment 7: Electronic Fund Transfer (EFT) Authorisation Form	To be uploaded online duly filled in and authenticated from the concerned bank	
7	Attachment 8: Details of PF, ESI, PAN and GSTIN Regn	To be uploaded online duly filled in	
8	Attachment 9: Declaration Regarding GST	To be uploaded online duly filled in	
9	Attachment 10: Technical Compliance	To be uploaded online duly filled in	
10	Attachment 11: Declaration of Local Content	To be declared through undertaking at Attachment 13	
11	Attachment 12: Integrity Pact as per Performance (pre-signed by employer) duly signed & Stamped at each page	Not applicable	
12	Attachment 12A: Details of Foreign Principals of Indian Bidders <i>[if applicable]</i>	Not applicable	
13	Attachment 13: Undertaking for compliance of Important Conditions of Tender	To be uploaded online	
14	Schedule of Quantities & Prices i.e. Financial Bid (Price Bid)	To be filled online on GeM portal	

3. 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. 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/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---