

Bid Document

Bid Details	
Bid End Date/Time	01-09-2022 20:00:00
Bid Opening Date/Time	01-09-2022 20:30:00
Bid Offer Validity (From End Date)	180 (Days)
Ministry/State Name	Gujarat
Department Name	Revenue Department Gujarat
Organisation Name	N/a
Office Name	Gujarat State Disaster Management Authority, Gandhinagar
Item Category	Custom Bid for Services - security guard unarmed , Custom Bid for Services - Security Guard armed , Custom Bid for Services - Security Officer , Custom Bid for Services - Security Supervisor , Custom Bid for Services - House Keeping Worker , Custom Bid for Services - Machine Man , Custom Bid for Services - House Keeping Supervisor , Custom Bid for Services - Faade Cleaning Worker , Custom Bid for Services - Faade Supervisor , Custom Bid for Services - House Keeping Executive , Custom Bid for Services - Facility Manager , Custom Bid for Services - Resource Rental for Security Equipment , Custom Bid for Services - Chemicals Consumables and Toiletries for House keeping and allied services , Custom Bid for Services - Resource Rental for House Keeping Equipment , Custom Bid for Services - Waste Disposal , Custom Bid for Services - Pest Control
Contract Period	3 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)	1000 Lakh (s)
Years of Past Experience Required for same/similar service	3 Year (s)
MSE Exemption for Years of Experience and Turnover	No
Startup 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
RCM Applicable	Yes
Time allowed for Technical Clarifications during technical evaluation	2 Days

Bid Details	
Floor Price	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
Estimated Bid Value	109913252
Evaluation Method	Total value wise evaluation

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	3.00
EMD Amount	3297398

ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	5.00
Duration of ePBG required (Months).	37

(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:

Sector Manager

Gujarat State Disaster Management Authority, Gandhinagar, Revenue Department Gujarat, N/A,
(Kanaiyalal Bhaichandbhai Patel)

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.

Section 9(3) Of GST

Where ever RCM is applicable, sellers (Regular GST registered seller who opted out of FCM , unregistered seller, seller registered under composition scheme)will be forced to put Zero GST and GST cess in their bids. Buyer will have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this Bid.

Additional Qualification/Data Required

Scope of Work:[1660743259.pdf](#)

Payment Terms:[1660743274.pdf](#)

GEM Availability Report (GAR):[1660307712.pdf](#)

Service Level Agreement (SLA):[1660743270.pdf](#)

Penalties:[1660743281.pdf](#)

Project Experience and Qualifying Criteria Requirement:[1660743290.pdf](#)

Quantifiable Specification / Standards of The Service/ BOQ:[1660743310.pdf](#)

Introduction about the project /services being proposed for procurement using custom bid functionality:[1660743315.pdf](#)

Pre Qualification Criteria (PQC) etc if any required:[1660743325.pdf](#)

QCBS Doucment elaborating detailed QCBS Crieteria pertaining to Services / Project Procurement if any as per applicable norms:[1660743423.pdf](#)

This Bid is based on Quality & Cost Based Selelction (QCBS) . The technical qualification parameters are :-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
Establishment in India	5	2	View File
Work Experience	40	30	View File
Turn Over	10	5	View File
Certification	10	10	View File
Manpower	5	2	View File
Technical Presentation on Approach and Methodology	30	21	View File

Total Minimum Qualifying Marks for Technical Score: 70

QCBS Weightage(Technical:Financial):70:30

Presentation Venue:GSDMA, Block No.11 , 5thFloor, Udyog Bhavan , Sector-11 , Gandhinagar, Gujarat.

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
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22-08-2022 15:00:00	GSDMA, Block No.11 , 5thFloor, Udyog Bhavan , Sector-11 , Gandhinagar, Gujarat.
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Custom Bid For Services - Security Guard Unarmed (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	security guard unarmed
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents

Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Security Guard Armed (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Security Guard armed
Regulatory/ Statutory Compliance of Service	YES

Specification	Values
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents

Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Security Officer (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Security Officer
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Security Supervisor (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Security Supervisor
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - House Keeping Worker (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	House Keeping Worker
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents

Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Machine Man (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Machine Man
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - House Keeping Supervisor (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	House Keeping Supervisor
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Faade Cleaning Worker (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Faade Cleaning Worker
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Faade Supervisor (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Faade Supervisor
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents

Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - House Keeping Executive (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	House Keeping Executive
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Facility Manager (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Facility Manager
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Resource Rental For Security Equipment (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Resource Rental for Security Equipment
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Chemicals Consumables And Toiletries For House Keeping And Allied Services (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Chemicals Consumables and Toiletries for House keeping and allied services
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents

Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Resource Rental For House Keeping Equipment (1)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Resource Rental for House Keeping Equipment
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhyog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Waste Disposal (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Waste Disposal
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhog Bhawan, Gandhinagar - 382011	1	N/A

Custom Bid For Services - Pest Control (1)**Technical Specifications**

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Pest Control
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	Optional RCM
NA	NA	Yes	18%	18%	Yes

Additional Specification Documents**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Kanaiyalal Bhaichandbhai Patel	382011,5th Floor, Block No. 11, Sector 11, Udhog Bhawan, Gandhinagar - 382011	1	N/A

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. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1.0 Work Location Contract Period

The facility management services including security, mechanized & manual house keeping and allied services to be provided at Smritivan Memorial spread across 170 acre and located at Bhujio Dungar, Bhuj, Kutch District, Gujarat, India.

The contract period of **Three years** shall be reckoned from the date of signing of the Agreement. The GSDMA may further extend the contract for **additional Two years** depending upon the performance.

The bidder can start mobilizing his resources after depositing the bank guarantee amount but not later than 7 days of issuance of Letter of Intent. GSDMA reserves the right to reject the tender without assigning any reason. The GSDMA also reserve the right to suspend the operations/cancel the work order for any administrative reasons not assigned to bidder's performance. The same shall be done by giving at least *45 Days* prior notice and in due consideration of bidder's submission.

2.0 Pre-qualification Criteria

The bidder should be fulfilling the following preconditions and must also submit self-attested documentary evidence in support of fulfilment of these conditions while submitting them technical bid. **JV/Consortium is not allowed**

GSDMA reserves the right to get the documents submitted by the Bidders verified and to carry out the capability assessment of the Bidders and in this regard the GSDMA's decision shall be final and binding. GSDMA may, in its absolute discretion, waive off any conditions and / or requirements in the Tender in respect of any or all of the bidders.

Pre-qualification Criteria/Evaluation for bidders

Sr .	Pre-qualification criteria	Documentary Evidence
1	Presence in India The bidder must have presence in India since last 10 years	Certificate of Incorporation, PAN and GSTIN

2	Work Experience The bidder must have successfully completed following works during last 10 years integrated or separately One work of Security Service Office Buildings of Govt. (Central/State/PSU/Corporation) / Private / Corporate /Airport/Residential Townships/ Museum/ convention center /interpretation center/ visitor center/ Historical places / Monuments / Information centers / Parks / Public Spaces with minimum 100 Security Guards and value of Rs 2.5 crore One work of Housekeeping to Office Buildings of Govt. (Central/State/PSU/Corporation) / Private / Corporate /Airport/Residential Townships/ Museum/ convention center /interpretation center/ visitor center/ Historical places / Monuments / Information centers / Parks / Public Spaces with minimum 100 Manpower and value of Rs 2.5 crore At least one similar work of Integrated Facility management (Security and Housekeeping services) of a Museum/ convention center /interpretation center/ visitor center/ Historical places / Monuments / Information centers / Parks / Public Spaces having AV installation/projection of value not less than Rs 5.0 Crore.	Work Order/Agreement along with performance certificate issued by Executive Engineer/Director/Seni or Representative of the client
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3	Turn Over The bidder should have achieved a Minimum Annual Average Financial Turnover of Rs. 10 Crore from Facility Management Services in last three financial years.	Audited BS and Financial Report for last three financial years., along with CA Certificate
4	Net Worth The bidder should have positive net worth in last financial years.	CA certificate based on audited Balance Sheet.
5	Registrations The bidder should have following valid registrations. a) Legal entity- Registered Company, LLP b) GST c) PAN d) EPFO e) ESIC f) PSARA (Private Security Agencies (Regulation) Act. g) ISO- 9001,14001, 45001 and SA 8000 (Minimum 3 years old) and h) Shop& Establishment	Copy of license/ Registration from applicable authorities. For EPFO /ESIC and GST returns for last three years(one return for one quarter)
6	Non-Black Listing The bidder has to submit Self Certified letter indicating that they have not been blacklisted by any Government D e p a r t m e n t , Organization, Corporation	Self-certified letter- As per Annexure

7	Manpower The bidder must have minimum employee strength of 400 people (on Pay Roll) on the day of filling the tender. technical bid	EPFO Challan
8	Site Visit and Assessment of the tender requirements.	Site Visit Report to be submitted by bidder based on the site visit and assessment of the tender requirements
9	Technical Presentation comprising Approach & Methodology, Manpower Deployment sheet and SOPs - Profile of Bidder - Details of license/accreditations - Understanding of the Project and scope of work - Experience in handling similar projects. - Proposal of Manpower requirement for the project Vs. Equipment/Technology to be used (Automation Vs. Manual) - CVs of Key Personnel for the project. - Proposed Location and Shift wise daily manpower deployment site specific plan - Proposed equipment and technology - Dress for personnel Timings and SOP for Security, Housekeeping and other allied services	To be submitted by bidder

3.0 Bidder's Obligation and Responsibility

The prospective bidders are to mandatorily visit the venue at their own cost and understand various aspects of the operations before bidding for the tender.

- i. Bidder shall appoint an authorized person not lower than the rank of Manager as "Project Coordinator" to co-ordinate with the GSDMA in all matters related to Service Provider for the successful implementation and operation of the project and to be responsible for all necessary exchange of information.
- ii. Bidder shall provide all assistance to the GSDMA representative/s as they may reasonably require for the performance of their duties and services.
- iii. Bidder shall appoint, supervise, monitor and control the activities of suppliers under their respective agreements as may be necessary.
- iv. Bidder shall be responsible for all statutory obligations/ liabilities like Salary, ESI, PF, Personnel Insurance, etc. The service provider shall abide by all rules & regulation from time to time such as Minimum Wages Act, Labour Laws etc. for the manpower employed by it.
- v. Bidder shall employ at their own cost and expenses sufficient and competent staff with adequate background training and experience as may be reasonably required for the fulfillment of the Service provider's obligations under the agreement and shall give their professional expert guidance and supervision to the work. If in the opinion of the GSDMA any staff or supervisor of Service provider is found unsuitable, the Service provider shall be liable to change the staff/ supervisor forthwith. The list of staff should be shared with the GSDMA along with details of address, telephone number etc., and should be updated on a regular basis.
- vi. Bidder shall indemnify GSDMA against all the losses, injuries and any kind of damage arrived due to its activities.
- vii. Bidder will not deploy any manpower that is ailing from any contagious disease.
- viii. Bidder shall verify the character & antecedent of manpower to be deployed at the venue and submit the self-certified list for the same
- ix. Cost towards material, tools, equipment rentals, uniform, management fees etc. for complete services as per the scope of services and / or required for delivering envisaged services shall be covered under service charges and shall be quoted accordingly by bidder.

4.0 GSDMA'S Obligation

GSDMA shall appoint from to time an authorized person as Coordinator – GSDMA to coordinate with the Bidder in all matters related to project for the successful execution of the work and to be responsible for all necessary exchange of information required.

5.0 Safety Management and Responsibility

The bidder shall be responsible for ensuring the fitness and safety of all persons employed at work. In this regard, the supervisor must be present on site at all times of work to carry out safety audit checks to ensure safety requirements are properly observed. Smoking & Consumption of Liquor in any form is not allowed on site.

It shall be the sole responsibility of the contractor to adopt all the safety measures & deploy personnel who are adequately trained in safety.
If any accident occurs due to operations or due to negligence on the part of the contractor's personnel it shall be the full responsibility of the Contractor.

6.0 Electricity, Water

The GSDMA will provide electricity and water for Facility Management Services on payment basis. Further, necessary extension arrangements from point of supply shall be made by bidder at his own cost.

7.0 Staff and Labour

A reasonable proportion of the applicant's superintending staff shall have a working knowledge of Pan India, English and/or Hindi/Gujarati/Kutchi language.

8.0 Measures against Insect and Pest Nuisance

The bidder shall at all times take the necessary precautions to protect all staff and labour employed on the Site from insect and pest nuisance, and to reduce the dangers to health and the general nuisance occasioned by the same.

9.0 Alcoholic Liquor or Drugs

No staff of contractor shall drink/smoke/chew gutkha/pan etc. at site of work throughout the duty period.

10.0 Assignment

The bidder shall not sub-contract any part of his obligation to any third party without prior approval of the GSDMA.

11.0 Penalty / Recovery

Failure in execution of services under the scope of the Contract due to the reasons attributable to the selected bidder, GSDMA shall have the right to make the deductions as per following *table*:

RECOVERIES

RECOVERIES THAT WILL BE MADE FROM SERVICE PROVIDER FOR NON-COMPLIANCE OF CONTRACTUAL PROVISIONS –

Liquidated Damages

In case of non-performance or poor service by the Service Provider, GSDMA may, at its discretion, recover Liquidated Damages (LD), not as penalty but as genuine pre-estimate of damages duly agreed by parties, upon recommendation of authorized representative, and approval of authorized representative of CEO, GSDMA.

Liquidated Damages shall be charged from the Service Provider in case of every 3rd (Third) written complaint for each Service Area from employees, in respect of non-performance or poor service, with approval of CEO authorized representative of CEO, GSDMA as per following rates:

Sr · n o	Service Area	Schedule of cleaning	Monthly Rate for Liquidated Damages for every 3rd written complaints for Non- compliance against each Service Area
1	Galleries	Daily, and at the end of every usage, during working days.	Rs.1000/-
2	Reception Area, Entryways, Corridors, Stair-cases	Every 2 hours on working days, and as needed.	Rs.1000/-
3	Auditoriums	Weekly, and before and after every usage. Daily airing of the halls.	Rs.1000/-
4	Canteen Area, Dining Area	Need to be kept clean at all times. Full cleaning to be done before close of the day on all working days.	Rs.1000/-
5	Check Dam points	Need to be kept clean at all times. Full cleaning to be done before opening on all working days.	Rs.2000/-
6	Toilet Area	Six times a day at an interval of 2 (two) hrs and as & when required, to ensure clean and dry toilet areas	Rs.2000/-
7	Lifts/ elevators	Four times a day, and as per need.	Rs.1000/-
8	Service Area	Daily, and as needed.	Rs.500/-
9	Parking area/ Roads & Sunset Pathway	Daily sweeping, and as needed.	Rs.1000/-
10	Furniture & Fixtures	As mentioned in Clause A.1.i (a), (b) & (c) in Scope of Work	Rs.2000/-

11	Art Work Maintenance	As mentioned in Clause A.1.i(j) in	Rs.1000/-
12	Surrounding Area cleaning Hardscape areas, Water bodies	Scope of Work: As mentioned in Clause A.1.ii in Scope of Work	Rs.1000/-
13	Waste clearance	As mentioned in Clause C in Scope of Work	Rs.1000/-
14	Any Other Service Area	As per provisions in Scope of Work	Rs.1000/-
15	Any Staff found missing / sleeping	All time	Rs 1000/-
16	Patrolling	Between 6 pm to 8am	Rs 1000/-
17	Any Staff found chewing gutka, paan or smoking anywhere in the entire premises	All time	Rs. 1000/-

If during routine Inspection by authorized GSDMA officer, unsatisfactory or substandard services are found, then LDs as per table mentioned above.
In case the Service Provider is imposed with 3 Liquidated Damages in a month, based on written complaint from employees as well as Inspection Report, then an additional LD of Rs. 10,000/- shall be charged in that month.

In addition to above, LDs shall be imposed for non-performance or poor service, as follows:

SI no.	Description	Rates for Liquidated Damages
1	Non-compliance of standard cleaning methods as per contract/ Usage of non-approved chemicals & equipment	Rs.10,000/- per day
2	Insufficient Stock of stores & spares	Rs. 10,000/- per day
3	Non-cleaning or delay in Façade cleaning as per schedule	Rs. 10,000/- per day

4	Damage to Façade/ Breakage of glass façade during cleaning	To replace within 48 hours, otherwise LD of cost plus 20% shall be levied.
5	Non wearing of uniforms by Service Provider's employees/ untidy uniform	Rs.500/- per day per person
6	Failure to provide the services under this Scope of Services	Rs.10,000/- per event

If the Service Provider fails to disburse wages to his workmen by the prescribed date as notified or payment to relevant authority as per the relevant laws, a penalty of 1% per day of delay of the Total Manpower cost of the Service Provider, will be deducted from the dues payable to the Service Provider. This is without prejudice to any other option available before GSDMA under any of the terms and conditions of this agreement, as well as the provisions of the Contract Labour (R&A) Act, 1970.

In case of repeated complaints of unsatisfactory performance of contract, the entire security deposit may be forfeited by the GSDMA and in addition the contract may be terminated by the GSDMA.

The Service Provider shall follow Standard Operating Procedures for each broad Housekeeping activity, duly approved by GSDMA, and which shall be strictly adhered to at all times.

The decision of authorized representative of CEO, GSDMA, shall be final.

12.0 “No Claim” Certificate

The Bidder shall not be entitled to make any claim, whatsoever, against GSDMA under or by virtue of or arising out of this Contract, nor shall GSDMA entertain or consider any such claim, if made by the Bidder and the Bidder shall have signed a “No Claim” Certificate in favour of GSDMA in such forms as shall be required by him after the works are finally accepted.

13.0 Suspension

GSDMA may, by a written notice of suspension to the Bidder, suspend the Contract if the Bidder fails to perform any of its obligations under this Contract (including the carrying out of the services) provided that such notice of suspension:

- i. Shall specify the nature of the failure and
- ii. Shall request the Bidder to make good such failure within a specified period from the date of receipt of such notice of suspension by the Bidder.

14.0 Confidentiality

The Bidder shall treat the details of the contract as private and confidential, save in so far as may be necessary for the purposes thereof, and shall not publish or disclose the same or any particulars thereof in any trade or technical paper or elsewhere without the previous consent in writing of the Government. If any dispute arises as to the necessity of any publication or disclosure for the purpose of the Contract the same shall be referred to the Government, whose decision shall be final.

The Bidder or his representative should neither disclose the data of project nor sell the data or use it for commercial exploitation or research work without the written permission of the Government.

15.0 Transfer of Rights

The Bidder shall not transfer the Contract to anybody except with the prior permission of the GSDMA

16.0 Payment Terms

Monthly bills shall be generated by contractor and will be paid through Smritivan Society in 45 days credit period.

17.0 Force Majeure

Force Majeure shall mean such an Event or Circumstance or combination of Events and Circumstances which are beyond the reasonable control of the Affected Party and which the affected party could not have prevented by Good Industry Practice or by the exercise of reasonable skills and care for the purpose of discharging its obligations under the Contract. The Force Majeure will tend to have material adverse effect on the performance of- such affected party. The following shall be the events and circumstances of Force Majeure:

- i. Act of War (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, revolution, riots, insurrection, civil commotion, act of terrorism, or sabotage
- ii. The expropriation or Compulsory acquisition or seizure of the assets of the Agency by any Governmental Instrumentality, provided that this clause shall not apply where such Act constitutes a remedy or sanction lawfully exercised as a result of a breach by the Agency of any Indian law or Indian Directive but excluding any change in law
- iii. Act of God epidemic, lightning earthquake, cyclone, whirlwind, flood, tempest, storm, drought, lack of water or other unusual or extreme adverse weather or environmental conditions, action of the elements, meteorites, fire or explosion to the extent generated from the source external to the Agency or his assets due to reasons other than, those caused by negligence of the Parties, chemical or radioactive contamination or ionizing radiation
- iv. Procedure for Calling Force Majeure: The affected party shall notify to the other party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 24 hours (Twenty-Four hours) after the Affected Party knew, or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Contract
- v. The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Affected Party is taking, or proposes

to LA-e, to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. When the affected Party is able to resume performance of its obligations under this Contract, it shall promptly give the other party written notice to that effect provided that in no event shall the suspension of performance be of greater scope and of longer duration than is necessitated by Force Majeure.

The rights and obligations of the affected party shall be suspended to the extent they are affected by the Force Majeure. GSDMA shall not be liable to make any payments to the Agency for it being affected on account of Force Majeure.

GSDMA reserves the right to terminate the contract if the Force Majeure continues for more than 15 (Fifteen) days at a stretch.

18.0 Termination of the Contract

The GSDMA will have the right to cancel the contract if the Bidder commits breach of any or all conditions of the contract. Breach of Contract includes, but not limited to, the following:

- i. It is found that the schedule of implementation of the work is not being adhered to.
- ii. The Bidder stops work and such stoppage has not been authorized by the Government/GSDMA.
- iii. The Bidder may become bankrupt or goes into liquidation other than for project or amalgamation.
- iv. GSDMA gives notice to correct a particular defect/irregularity and the Bidder fails to correct such defects/irregularity within a reasonable period of time determined by GSDMA
- v. Any action/omission not in line with laws of State Government/GSDMA

19.0 Arbitration

- i. If a dispute of any kind whatsoever arises between the GSDMA and Bidder in connection with, or arising out of, the Contract or the execution of the service or after their completion and whether before or after the repudiation or other termination of the Contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Engineer, the matter in dispute shall be settled by arbitration in accordance with the Indian Arbitration and Conciliation Act, 1996 or any statutory amendment thereof.

- ii. Arbitration proceedings shall be held at Gandhinagar and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- iii. The decision of the majority of arbitrators shall be final and binding upon both parties. The expenses of the arbitrators as determined by the arbitrators shall be shared equally by the GSDMA and the bidder. However, the expenses incurred by each party in connection with the preparation, presentation, etc., of its case prior to, during and after the arbitration proceedings shall be borne by each party itself
- iv. All arbitration awards shall be in writing and shall state the reasons for the award

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 specifications 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. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

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---