

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	22-11-2025 10:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	22-11-2025 10:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Power
विभाग का नाम / Department Name	Na
संगठन का नाम / Organisation Name	Ntpc Limited
कार्यालय का नाम / Office Name	Cg
वस्तु श्रेणी / Item Category	Custom Bid for Services - Hiring of safety steward 28nos at NTPC Dadri
समान श्रेणी / Similar Category	<ul style="list-style-type: none"> Operation and Maintenance Power House / Power Plant
अनुबंध अवधि / Contract Period	2 Year(s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Certificate (Requested in ATC), Additional Doc 1 (Requested in ATC), Additional Doc 2 (Requested in ATC), Additional Doc 3 (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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या / Minimum number of bids required to disable automatic bid extension	3

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	30184828
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	ICICI
ईएमडी राशि/EMD Amount	500000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	ICICI
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	27

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी 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।/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).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

NTPC Ltd

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 (Ntpc Ltd)
(Ntpc Ltd)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within $L1+X\%$	15

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 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.

2. 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.

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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Introduction about the project /services being proposed for procurement using custom bid functionality:[1761109963.pdf](#)

Instruction To Bidder:[1761109966.pdf](#)

Pre Qualification Criteria (PQC) etc if any required:[1761109969.pdf](#)

Scope of Work:[1761109973.pdf](#)

Payment Terms:[1761109977.pdf](#)

Penalties:[1761109980.pdf](#)

Quantifiable Specification / Standards of The Service/ BOQ:[1761109985.pdf](#)

Educational Qualification including Profile of SME/Consultants /Professional Resources /Technical Resources if they are part of Project .:[1761109989.pdf](#)

Project Experience and Qualifying Criteria Requirement:[1761109994.pdf](#)

GEM Availability Report (GAR):[1761109998.pdf](#)

Any other Documents As per Specific Requirement of Buyer -1:[1761110024.pdf](#)

Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:[1761110068.pdf](#)

Custom Bid For Services - Hiring Of Safety Steward 28nos At NTPC Dadri (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Hiring of safety steward 28nos at NTPC Dadri
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	अतिरिक्त आवश्यकता /Additional Requirement
1	Vivek Rakesh Vishnoi	201008,National Capital Power Project P.O. VIDYUT NAGAR GAUTAM BUDH NAGAR(U.P.)	1	N/A

1. **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, RAIPUR

CONTRACT & MATERIAL DEPTT

NIT / Tender Enquiry NO. NTPC/USSC-CPG1/9900312544

Name of Package: Hiring of safety steward 28nos. at NTPC, Dadri

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 check list appended below while submitting their bid and submit the duly filled check list online on GeM portal.
Formats of the documents required to be submitted as per this check list 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:
 - a. The Bidder is required to quote Lumpsum Price {Including GST} in GeM Bid against NTPC estimated amount indicated on Section-VI BOQ.
 - b. The Break-Up of applicable GST is required to be quoted in Attachment-9 as per the provisions of the bidding documents.
 - c. Quantity Mentioned "1" in Gem Bid for each item represents Lumpsum-price {i.e. {(Quantity x Unit Rate) + Quoted GST} for individual line item.
6. MSE Benefits are Applicable for this work. MSE bidders seeking exemption for EMD and Purchase Preference shall select appropriate option on GeM portal (separately for each i.e. EMD & purchase preference) and should enclose an attested/self-certified copy of UDYAM registration certificate, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.
7. **The submission of bid by the bidder on GeM portal shall be construed that bidder has read and gave an unconditional acceptance to all the tender conditions including Important Conditions of Tender/Undertaking/ Declarations as stipulated at Attachment-13 (i.e Indicated in Section - VII Forms and Procedures).**
8. **All the bidders are required to furnish PAN & GSTIN of their firm and NTPC Enlistment Circular copy issued to them along with their bid.**
9. **A new functionality is introduced in GeM portal, where IP addresses of participated Bidders related to Technical and Financial Bid submission are displayed to buyer. The primary objective of this new feature is to identify collusion activities between sellers by capturing their IP addresses. During the technical evaluation stage, in case of common IP address (Technical or Financial or both) of a seller with any other seller (s), all such bids shall be liable for rejection.**

10. This tender is only for NTPC Enlisted Vendors for the designated Enlistment Group/Category who meets the Average Annual Turnover (AATO) and Execution Capability (EC) criteria as indicated under Clause 5.0 of Section-I NIT. Bids received by any other bidder not meeting the referred criteria shall be outrightly rejected during technical evaluation.

11. Bidders are advised to mention their prices at the designated place on the GeM portal only as the same shall only be considered for evaluation and price content mentioned / uploaded along with any other documents in their bid shall not be considered in any case.

Check List

Sl. No.	Document Required	Action required	Submitted Please tick (✓)
1	Attachment 1: Bid Security / EMD (as per ITB Clause No. 14.0)-		
	<p>(i) Bank Guarantee, strictly in the format provided in the tender document, Amount as per NIT, validity as per tender document.</p> <p>Notes:</p> <ol style="list-style-type: none"> Any bid not accompanied by an acceptable bid security in a separate sealed envelope shall be rejected by the Employer as being non-responsive. The format of the Bank Guarantee shall be in accordance with the form of Bank Guarantee towards Bid Security/EMD/Performance security / *Security for the Deed of Joint Undertaking (if applicable) / *Advance payment (if applicable) included in the 'Section-VII: Forms and Procedures' of NTPC Bidding Documents only. In addition, the format of the Insurance Surety Bond shall also be in accordance with the form of Insurance Surety Bond towards Bid security/Performance security/ *Security for the Deed of Joint Undertaking (if applicable) included in the Employer's Bidding Documents only. 	To be uploaded online and Original BG to be submitted physically	
	Or		
	(ii) MSE (UDYAM only) certificate towards exemption of Bid Security / EMD.	To be uploaded online	
2	Attachment 2: Authority to Sign the bid	To be uploaded online	
3	Attachment 7: Electronic Fund Transfer (EFT) Authorisation Form	To be uploaded online duly filled in and authenticated from the concerned bank	

4	Attachment 8: Details of PF, ESI, PAN and GSTIN R egn	To be uploaded online duly filled in	
5	Attachment 9: Declaration Regarding GST	To be uploaded online duly filled in	
6	Attachment 12: Integrity Pact (pre-signed by employer) [if applicable]	To be accepted through undertaking at Attachment 13	-
7	Attachment 12A: Details of Foreign Principals of Indian Bidders <i>[if applicable]</i>	To be uploaded online	-
8	Attachment 13: Undertaking for compliance of Important Conditions of Tender	To be uploaded online	
9	Attachment 14: Declaration regarding insolvency, bankruptcy and Liquidation	To be accepted through Undertaking of Attachment-13	
10	Confirmation of NTPC Enlistment (NTPC Enlistment circular copy)	To be uploaded online	
11	Schedule of Quantities & Prices i.e. Financial Bid (Price Bid)	To be filled online on GeM portal only	

Bidder's Sign & Stamp

2. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/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. 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 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. (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.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

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 [सामान्य नियम और शर्तें/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 सामान्य नियम और शर्तें/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.

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 कार्रवाई का आधार होगा।/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.

---धन्यवाद/Thank You---