

**बिड दस्तावेज़ / Bid Document**

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	08-12-2025 16:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	08-12-2025 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Defence
विभाग का नाम / Department Name	Department Of Defence Research & Development
संगठन का नाम / Organisation Name	Office Of Dg ( Med & Cos)
कार्यालय का नाम / Office Name	*****
वस्तु श्रेणी / Item Category	Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard
अनुबंध अवधि / Contract Period	1 Year(s) 5 Month(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है / Past Experience of Similar Services required	Yes
वर्षों के अनुभव के लिए एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience	Yes   Complete
वर्षों के अनुभव के लिए स्टार्टअप को छूट प्राप्त है / Startup Exemption for Years Of Experience	Yes   Complete
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Experience Criteria, 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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)

बिड विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / <b>Minimum number of bids required to disable automatic bid extension</b>	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / <b>Number of days for which Bid would be auto-extended</b>	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / <b>Number of Auto Extension count</b>	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
न्यूनतम मूल्य/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.
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / <b>Financial Document Indicating Price Breakup Required</b>	Yes
मध्यस्थता खंड/Arbitration Clause	Yes ( <a href="#">Arbitration clause document</a> ) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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#### ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	19

(a) 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 :**

CEO  
SITAR, VIJINAPURA ROAD, DOORAVANI NAGAR, BENGALURU - 560016  
(Ceo, Sitar)

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
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	100

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
3. 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.
4. 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.
5. 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.

**अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required**

In case, the buyer wants to retain some of the existing resources then buyer is needed to upload the list of resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract as per the T&C of new contract concluded on the basis of this bid along with approval of Competent Authority.:[1761821836.pdf](#)

**Scope Of Work For the Service:**[1763028491.pdf](#)

**Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard ( 2 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to60 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Driver's License
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Karnataka
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title For Optional Allowances 1	Uniform Outfit
Title For Optional Allowances 2	
Title For Optional Allowances 3	

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

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	Yes
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प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

#### अतिरिक्त विशिष्टि दस्तावेज /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	*****	*****Bangalore	2	<ul style="list-style-type: none"> <li>Tenure/ Duration of Employment (in months) : 17</li> <li>Basic Pay (Minimum daily wage) : 981</li> <li>Provident Fund (INR per day) : 69.23</li> <li>EDLI (INR per day) : 2.88</li> <li>ESI (INR per day) : 0</li> <li>EPF Admin charge (INR per day) : 2.88</li> <li>Bonus (INR per day) : 0</li> <li>Optional Allowance 1 (in Rupees) : 16.02</li> <li>Optional Allowance 2 (in Rupees) : 0</li> <li>Optional Allowance 3 (in Rupees) : 0</li> <li>Number of working days in a month : 26</li> </ul>

#### Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard ( 2 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential

विवरण/ Specification	मूल्य/ Values
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	Female
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 60 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Typing Speed Certificate
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Karnataka
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title For Optional Allowances 1	
Title For Optional Allowances 2	
Title For Optional Allowances 3	

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

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	Yes
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प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	*****	*****Bangalore	2	<ul style="list-style-type: none"> <li>• Tenure/ Duration of Employment (in months) : 17</li> <li>• Basic Pay (Minimum daily wage) : 981</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• EDLI (INR per day) : 2.88</li> <li>• ESI (INR per day) : 0</li> <li>• EPF Admin charge (INR per day) : 2.88</li> <li>• Bonus (INR per day) : 0</li> <li>• Optional Allowance 1 (in Rupees) : 0</li> <li>• Optional Allowance 2 (in Rupees) : 0</li> <li>• Optional Allowance 3 (in Rupees) : 0</li> <li>• Number of working days in a month : 26</li> </ul>

## क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

### 1. 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.

### 2. Generic

**OPTION CLAUSE:** The buyer can increase or decrease the contract quantity or contract duration up to 50 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 50 percent. Bidders are bound to accept the revised quantity or duration.

### 3. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

### 4. Payment

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

#### 5. Forms of EMD and PBG

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

SITAR  
payable at  
BANGALORE

. 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.

#### 6. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

SITAR, BANGALORE

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

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

Text Clause(s)

##### **SCOPE OF WORK**

##### **1. NUMBER OF WORKMEN:**

-

Lady Guard cum Office Assistant	02
Security Guard	02
Total	04

**Note:** The number of Security Personnel to be deployed will be at the sole discretion of SITAR and the Agency shall agree to provide extra personnel or reduce personnel from the present strength if required by SITAR immediately during the validity of this Agreement on the same rates, terms and conditions.

##### **2. WORK SCHEDULE:**

##### **A. Working schedule**

i. Lady Guard cum Office Assistant : 08 hrs a day on all working day

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ii. Security Guard : 08 hrs a day on all working days

**B. Shift timings**

i. Lady Guard cum Office Assistant : 07.00 AM to 03.00 PM  
: 10.00 AM to 18.00 PM

ii. Security Guard ; 06.00 AM to 02.00 PM  
: 02.00 PM to 10.00 PM  
: 10.00 PM to 06.00 AM  
: 09.30 AM to 05.30 PM

**3. SCOPE OF WORK:**

**A. Lady Guard cum Office Assistant**

**A1. Scope of work**

1. Frisking of lady staff / visitors.
2. Maintenance of office records
3. Reception duties
4. Any other works assigned by the Officer In charge.
5. Personnel will be deployed in shifts excluding night shift.

**A2. Qualification and Exp. of the deployed Lady Guard cum Office Assistant**

Qualification: Minimum SSLC.

Desirable: Typing Speed Certificate

Experience : Minimum 3 years of experience.

**B. Security Guard**

**B1. Scope of work**

1. Security Guard duties.
2. Any other work assigned by the Officer In charge
3. Personnel will be deployed in all three shifts.

**B2. Qualification and Exp. of the deployed Security Guard**

Qualification: Minimum SSLC.

Desirable: Valid LMV Driving License

Experience : Minimum 3 years of experience.

#### **4. GENERAL:**

- a. SITAR shall have the right to withhold payments or make recoveries from amounts due to the Agency in respect of any loss or damage caused or occasioned in respect of the properties of the Society under the terms and conditions of the contract or any payment necessitated due to infringement of the statutory obligations, by the Agency.
- b. Deployment of personnel on overtime should be avoided.
- c. The Agency shall produce every month copies of the challans as proof for having remitted the ESI, PF for previous month along with the current bill. Such deposit should not be mixed up with the other personnel of the Agency, i.e. exclusive deposit voucher should be made for the personnel deployed at SITAR.

#### **Terms & Conditions**

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1. Manpower contract should be in compliance with GeM Contract terms and conditions.
2. Contractor should be a registered agency in GeM and complied with all GeM Contract terms and conditions.
3. Relevant qualification and experience certificate of manpower deployed must be produced.
4. Contractor should be responsible for deployment of manpower as required during the contract period on round the clock 24X7 basis.
5. Contractor will be responsible for any breach of rules including security rules, information pilferage, usage of electronic/ memory devices like thumb drives/ CD/ DVD/ mobile phones, etc. inside STARC (SITAR) premises.
6. Contractor has to provide latest police verification certificate for the personnel deployed in STARC (SITAR) against PO.
7. Safety of the personnel deployed is the responsibility of Contractor and Contractor shall take all the mandatory precautions to ensure the safety of personnel deployed by him and indemnify STARC (SITAR) in this regard.
8. Contractor should send candidates for interview and selection will be done by STARC (SITAR).
9. Contractor has to certify that the personnel deployed in STARC (SITAR) for executing the work under consideration are medically fit.
10. Contractor shall visit STARC (SITAR) as and when required to resolve the issues if any.
11. Contract period is for 17 Months.
12. The deployed personnel shall be working as per the instruction of STARC (SITAR) execu

tive.

13. Deployed manpower should adhere to the safety Rules and guidelines of STARC (SITAR). In case of any eventuality during the execution of work to the deployed personnel, the vendor shall be solely responsible for the same. First aid will be provided to the personnel in case of any accidents/incidents during the working hours inside SITAR premises. Further treatment/legal implications thereof, if any, the responsibility lies with the vendor.

14. Working hours: Security Guards are required to be present on rotational shifts (A.B C & G shifts) on all working days. Lady Guard cum Receptionist are required to be available on all working days.

Salary to the deployed employees to be paid within 7<sup>th</sup> of every month.

15. The contract employees deployed against PO shall be paid not less than Minimum Wages as per Central Minimum Wages issued by ministry of Labour & employment.

16. Contractor has to ensure payment of bonus to eligible employees as per GeM contract terms and conditions.

17. Security Guard must be paid Uniform Outfit Allowance on monthly basis and they are expected to be in good turnout all times.

18. Contractor has to submit proof of remittance made every month towards salary to bank account, PF, ESI and other payments if any. Contractor shall issue salary slips for their employees deployed indicating details like Salary, PF No, and ESI No etc.

19. Contractor shall not sub-contract either part or whole contract to any other third party.

20. Personnel deployed must possess good manners, be highly disciplined and shall strictly adhere to the rules and regulations of STARC (SITAR).

21. Must have sufficient manpower to meet the above requirements and also additional manpower whenever required within short notice.

22. All disputes arising out of this contract/concerning this contract shall be subject to the jurisdiction of Bangalore courts only.

23. STARC (SITAR) reserves the right to demand the agency to replace any personnel deployed by him and on such demand the agency shall immediately arrange to replace the concerned personnel.

24. Medical treatment, if any will be the responsibility of the contractor including transportation.

25. The personnel deployed, being the employees of Contractor, will not be entitled to any of the privileges and benefits enjoyed by the employees of STARC (SITAR). The personnel will not have any claim directly or indirectly regarding employment and service conditions and

d any other benefits available to the employees of STARC (SITAR).

## **Vendor Qualification Criteria**

In order to get qualified in the tender proceedings, the agency should fulfill the following criteria:

The Agency/ Vendor must have a full-fledged office functioning in Bangalore at the time of submitting the tender and during the contract period.

Procurement under this bid is reserved for purchase from Micro and Small Enterprises registered in the State of Bid Inviting Authority (Karnataka) whose credentials are validated online through UDYAM Registration (as validated by Government from time to time) for that product category. In respect of the bid for Service, 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 product or service. Benefits of MSE will be allowed only if the seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. The vendor should apply for MSE reservation in GeM portal by uploading relevant certificate to enable buyer to verify status in GeM bid else MSE reservation/preference will not be provided and bid will be rejected.

Manpower agencies must have valid statutory license to operate in the state of Karnataka. Copy of statutory license should be enclosed along with the quotation.

Manpower agencies must possess valid license to engage in the business of private security agency, issued by Police Dept of the Government of Karnataka. Copy of statutory license should be enclosed along with the quotation.

Manpower agencies must be registered under any applicable Act like Companies Act/Societies Act/Shops and Commercial Establishment Act etc, and also for EPF, ESI, with Regional Labour Commissioner (Central) etc and other statutory compliances. Copies of registration certificates should be enclosed along with quotation.

6. The Bidder should have executed/completed successfully at least one supply order of value not less than Rs.19 Lakhs or two supply orders each of value not less than Rs.12 Lakhs or three supply orders each of value not less than Rs.10 Lakhs for similar services during the preceding 3 financial years (i.e current year and three previous financial years) as on date of opening of bid to any Central / State Government Department / PSU / Public Listed Company. Copies of Contract / Work Orders and documentary evidence of the successful execution / completion in support of past experience of similar services along with the names, address and Contact details of the Clients shall be uploaded with the Bid for verification by the Buyer.

7. Net worth of the Bidder should be positive as per the last audited financial statement.

### **8. 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.

### **9. Service & Support**

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

### **10. Service & Support**

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

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

File Attachment [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---**