



Bid Number/बोली क्रमांक (बिड संख्या): GEM/2024/B/5606

Dated/दिनांक : 13-11-2

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	25-11-2024 21:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	25-11-2024 21:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	30 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Education
Department Name/विभाग का नाम	Department Of School Education And Literacy
Organisation Name/संगठन का नाम	Kendriya Vidyalaya Sangathan
Office Name/कार्यालय का नाम	Regional Office Bhubaneswar
Item Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Unskilled; High School; Others , Manpower Outsourcing Services - Minimum wage - Unskilled; Not Required; Others , Manpower Outsourcing Services - Minimum wage - Semi-skilled; High School; Others
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	60 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

Bid Details/बिड विवरण

Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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 t buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	2212929
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	14

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

Beneficiary/लाभार्थी :

PRINCIPAL
KV BHAWANIPATNA NEAR GOVT ITI BHAWANIPATNA KALAHANDI
(Bhimsen Panda)

MII Compliance/एमआईआई अनुपालन

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

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offer products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If the bidder is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which will be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

7. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over 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

3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:done in number of occasions

Geographic Presence: Office registration certificate:odisha

Scope of work & Job description:[1731513199.pdf](#)

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.:[1731513255.pdf](#)

Buyer to upload Gazette notification for the breakup of ESI/EPF/ELDI etc if required:[1731513263.pdf](#)

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:[1731513295.pdf](#)

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
15-11-2024 15:00:00	PM SHRI KV BHAWANIPATNA NEAR GOVT ITI BHAWANIPATNA KALAHANDI

Manpower Outsourcing Services - Minimum Wage - Unskilled; High School; Others (3)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Skill Category	Unskilled
Educational Qualification	High School
Type of Function	Others
List of Profiles	Watch and Ward
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र.सं	Consignee Reporting/Officer/प रेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Bhimsen Panda	766001,KENDRIYA VIDYALAYA BHAWANIPATNA,NEAR GOVT.ITI BHAWANIPATNA,KALAHANDI,ODI SHA 766001	3	<ul style="list-style-type: none"> • Minimum daily wa (INR) exclusive of GST : 739 • Bonus (INR per da 0 • EDLI (INR per day) 3.69 • EPF Admin Charge (INR per day) : 3.6 • Optional Allowanc 1 (INR per day) : 0 • Optional Allowanc 2 (INR per day) : 0 • Optional Allowanc 3 (INR per day) : 0 • Estimated Numbe Overtime Hours pe Resource per Mon 0 • Remuneration per resource per hour Overtime Hours (Including all applicable allowar etc & excluding G : 0 • ESI (INR per day) : 24.1 • Provident Fund (IN per day) : 60 • Number of workin days in a month : • Tenure/ Duration of Employment (in months) : 12

Manpower Outsourcing Services - Minimum Wage - Unskilled; Not Required; Others (3)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Skill Category	Unskilled
Educational Qualification	Not Required
Type of Function	Others
List of Profiles	Sweeper
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable

Specification	Values
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र.सं	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Bhimsen Panda	766001,KENDRIYA VIDYALAYA BHAWANIPATNA,NEAR GOVT.ITI BHAWANIPATNA,KALAHANDI,ODI SHA 766001	3	<ul style="list-style-type: none"> • Minimum daily wa (INR) exclusive of GST : 526 • Bonus (INR per da 0 • EDLI (INR per day) 2.63 • EPF Admin Charge (INR per day) : 2.6 • Optional Allowanc 1 (INR per day) : C • Optional Allowanc 2 (INR per day) : C • Optional Allowanc 3 (INR per day) : C • Estimated Numbe Overtime Hours pe Resource per Mon 0 • Remuneration per resource per hour Overtime Hours (Including all applicable allowar etc & excluding G: : 0 • ESI (INR per day) : 17.1 • Provident Fund (IN per day) : 60 • Number of workin days in a month : • Tenure/ Duration of Employment (in months) : 12

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; High School; Others (1**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
Core	
Skill Category	Semi-skilled
Educational Qualification	High School
Type of Function	Others
List of Profiles	care giver
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**Consignees/Reporting Officer/प्रेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र.सं	Consignee Reporting/Officer/प्रेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र.सं.	Consignee Reporting/Officer/प रेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Bhimsen Panda	766001,KENDRIYA VIDYALAYA BHAWANIPATNA,NEAR GOVT.ITI BHAWANIPATNA,KALAHANDI,ODI SHA 766001	1	<ul style="list-style-type: none"> • Minimum daily wa (INR) exclusive of GST : 526 • Bonus (INR per da 0 • EDLI (INR per day) 2.63 • EPF Admin Charge (INR per day) : 2.6 • Optional Allowanc 1 (INR per day) : 0 • Optional Allowanc 2 (INR per day) : 0 • Optional Allowanc 3 (INR per day) : 0 • Estimated Numbe Overtime Hours pr Resource per Mon 0 • Remuneration per resource per hour Overtime Hours (Including all applicable allowar etc & excluding G : 0 • ESI (INR per day) : 17.1 • Provident Fund (IN per day) : 60 • Number of workin days in a month : • Tenure/ Duration of Employment (in months) : 12

Manpower Outsourcing Services - Minimum Wage - Unskilled; Not Required; Others (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Skill Category	Unskilled
Educational Qualification	Not Required
Type of Function	Others
List of Profiles	Mali/Gardner Helper
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable

Specification	Values
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र.सं	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Bhimsen Panda	766001,KENDRIYA VIDYALAYA BHAWANIPATNA,NEAR GOVT.ITI BHAWANIPATNA,KALAHANDI,ODI SHA 766001	1	<ul style="list-style-type: none"> • Minimum daily wa (INR) exclusive of GST : 452 • Bonus (INR per da 0 • EDLI (INR per day) 2.26 • EPF Admin Charge (INR per day) : 2.2 • Optional Allowanc 1 (INR per day) : C • Optional Allowanc 2 (INR per day) : C • Optional Allowanc 3 (INR per day) : C • Estimated Numbe Overtime Hours pe Resource per Mon 0 • Remuneration per resource per hour Overtime Hours (Including all applicable allowar etc & excluding G: : 0 • ESI (INR per day) : 14.7 • Provident Fund (IN per day) : 54.24 • Number of workin days in a month : • Tenure/ Duration of Employment (in months) : 12

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

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

KV BHAWANIPATNA
NEAR GOVT ITI
BHAWANIPATNA
KALAHANDI
ODISHA

3. 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.

4. Generic

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the](#)

5. Generic

Consortium: In case of Contracts, wherein the seller alone does not have necessary expertise, the seller can form consortium with other sellers for submission of the bid, with one of the consortium company as leader. However, each and every member of the consortium shall be equally responsible for the complete execution of the project contract. An undertaking to this effect is to be uploaded with bid.

6. 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.

7. 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

KV BHAWANIPATNA
payable at
BHAWANIPATNA

. 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.

8. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

9. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

KENDRIYA VIDYALAYA BHAWANIPATNA

Outsourcing of Security, Conservancy, Care giver(Balvatika-III) & Gardening Service

Work Profile 12/11/2024

An outline of tasks to be carried out by different category of manpower outsourced is detailed as under:

Security Guards:

1. Attend main entrance gate all the time and keep vigil on movement of persons and goods.
2. Maintain visitor entry/exit and material register.
3. Organize and control smooth movement of students from entrance/exit gate at vidyalaya start and over time
4. Inspect and patrol premises at scheduled interval of duty hours and report any intrusion immediately to person in charge/ nearby police station.
5. Keep vigil of any suspicious activity in and around the vidyalaya premises.
6. Any other supervisory work assigned from time to time.

Conservatory Staff & Care giver balvatika-III:

- i) Sweeping of entire area of the building and its surroundings, collection of all waste material and disposal of the same as per instructions of the Vidyalaya.
- ii) Cleaning of the floor area with wet floor dusters and detergent disinfectants etc. once in the morning before opening the office and thereafter every 2 hours especially in the areas like corridors, stairs and reception etc.
- iii) Dusting/Cleaning of office furniture (table and chair) and equipment's, telephones, book cases, filing cabinets, almirahs and doors and windows including removal of cobwebs every day before opening of the office i.e. 8.00 A.M.
- iv) Dusting of classrooms, furniture & blackboard/whiteboard before arrival of students.
- v) Spraying of flit/anti-termite treatment & rodent control etc. are to be made daily and whenever necessary, for keeping the rooms/sections free from mosquitoes, flies /termite/pests/rats etc.
- vi) Cleaning and washing of toilets and urinals using deodorants, detergent and disinfectants once in the morning and again in the afternoon.
- vii) Cleaning of carpets of the department/room with vacuum cleaner to be provided by the contractor.
- viii) Provisioning of soap/hand wash in the toilets, placing sufficient quantity of naphthalene balls and odorizing cakes in the urinals. The Contracting Agency will ensure that the toiletries mentioned above are always available near each wash basin in the building supplied by the Vidyalaya.
- ix) The choking of the sanitary installations e.g. WC Traps, Bottle traps, Gully traps & Drainage etc. to be cleared within 24 hours of noticing the complaint.
- x) All complaints of leakage in the GI & CI pipes etc. are also to be attended within 24 hours.
- xi) Cleaning of water tanks with dusters every week throughout the year and to make them dry whenever they are not in use.
- xii) Class room fixtures, like fans & Tube lights must be taken care. Tubes to be replaced if not working. Fans to be Serviced/ repaired whenever required. Ensure that doors & windows are with latches, hinges & fittings for all class rooms.
- xiii) Attending to toddlers and CWSN on call.

Items of work to be done once in a week on every Saturday

- i) Washing and Scrubbing of floor areas with detergents and dirt removing agent.

- ii) Cleaning of sanitary wares with bathroom cleaner without damaging their shine.
- iii) Cleaning of water storage tanks, water coolers etc.
- iv) Polishing of name/designation plates and sign boards with tarnish remover.
- v) Dusting and cleaning of fans, electrical fittings, window panes/glass with cleaning agent.
- vi) Shifting of furniture whenever required

Note - Material to be used for cleanliness will be supplied by the Vidyalaya.

Gardener:

- i) Maintain Vidyalaya garden, botanical park and vegetation within campus.
- ii) Removal of weeds and cleaning of leaves/straw fallen inside garden and approach road within campus.
- iii) Trimming and pruning of grasses with hand tools and grass cutters on regular basis.
- iv) Upkeeping of flower pots, vase and plantation/sowing seeds as per agricultural season.
- v) Aid in decoration during vidyalaya festivals.
- vi) Any other gardening work within premises assigned from time to time.

Manpower Required

S. No.	Category of Manpower	Minimum qualifications or/and experience	Number of personnel required in the shifts	As per the following shifts	Remarks
1.	Security Guards	Middle Standard (without arm)	03 (three)	Shift I -from 6.00AM to 2.00 PM Shift II -from 2.00PM to 10.00 PM Shift III -from 10.00PM to 6.00 AM	Weekly one day off for each security person & on the off day substitute person will be provided.
2.	Conservancy Personnel (Un skilled)	Experienced hands	03 (three)	7.00 am to 3:30 pm Lunch Break: 12.00 noon to 12.30 pm	Sunday off
3.	Care giver(Balvatika-III) (Semi skilled)	High school	1(One)	7.00 am to 3:30 pm Lunch Break: 12.00 noon to 12.30 pm	Sunday off
4.	Gardening Personnel (Un skilled)	Experienced hands	01(One)	7.00 am to 3:30 pm Lunch Break: 12.00 noon to 12.30 pm	Sunday off

Principal

PM SHRI KV Bhawanipatna

10. Purchase Preference (Centre)

Bid reserved for Make In India products: Procurement under this bid is reserved for purchase from Class 1 local suppliers as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. minimum local content to qualify as a class 1 local supplier is denoted in the bid document 50%. All bidders need to upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which the bid is liable to be rejected. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in - India) order 2017 dated 04.06.2020 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

11. Purchase Preference (Centre)

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, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid 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 product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 50% of total value.

12. Purchase Preference (Centre)

Preference to Make In India products (For bids less than 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. minimum local content to qualify as a Class 1 local supplier is denoted in the bid document 50%. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

13. Purchase Preference (Centre)

Preference to Make In India products (for bids greater than 200 Crore) (can also be used in Bids less than 200 Crore but only after exemption by competent authority as defined in Deptt of Expenditure OM dated 28.5.2020) Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India) Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document 50%. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in - India) order 2017 dated 04.06.2020. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

14. Purchase Preference (Centre)

Procurement under this bid is reserved for purchase from Micro and Small Enterprises whose credentials are validated online through Udyog Aadhaar/URC for that product/service category. If the bidder wants to avail the reservation benefit, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid 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 product or service.

15. 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.

16. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

17. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

KENDRIYA VIDYALAYA BHAWANIPATNA

Outsourcing of Security, Conservancy, Care giver(Balvatika-III) & Gardening Service

Terms and Conditions

12/11/2

Details of Institute:

1	Name of Institute:	Kendriya Vidyalaya Bhawanipatna
2	Address/Location:	Kendriya Vidyalaya Bhawanipatna PO: Bhawanipatna DIST: Kalahandi, ODISHA, PIN:766001
3	Area of Building:	15 acres with approx. 25 classrooms, 10 laboratories, 08 other rooms, conference hall, 12 toilets, corridors, and open areas in and around the building.
4	Bank Details:	VIDYALAYA VIKAS NIDHI ACCOUNT KENDRIYA VIDYALAYA UNION BANK OF INDIA ACCOUNT NO. 600202050000001 IFSC CODE: UBIN0560022

- a. The contract is strictly for a period of one year w.e.f. **01.12.2024 to 30.11.2025** / date of signing of the contract. It may be extended for one more year with the consent of both the parties, strictly based on the outstanding performance of the work done in the first year of contract by the contractor.
- b. The minimum value of service charge quoted by bidder should be such that after making mandatory deductions as applicable and statutory liabilities (like EPF, ESI etc.) the rate should not go below the minimum wages.

- c. The rates quoted shall be fixed for the duration of the contract and shall not be subject to adjustment except statutory provisions, if amended.
- d. The Service Tax /GST need not be quoted by the bidder because security or cleaning or housekeeping and gardening services performed in educational institutions are exempted from service tax vide Govt. of India. Notification No.06/2014- service tax dated 11.07.2014.
- e. The selected firm has to furnish performance security for an amount of 3% of annual contract value valid for twelve months from the date of award of the contract. The Performance security to be directly deposited in bank account mentioned in point 4 within 15 days from the date of Notification of Award. Performance security shall be refunded without interest within 60 days after successful completion of the contract period.
- f. The remuneration to the employees shall be disbursed through electronic mode to their bank account or cheques at Vidyalaya premises in the presence of representative of Vidyalaya or its constituent members. Electronic mode of payment shall prevail over cheque payment.
- g. The Contracting Agency will ensure payment by the 5th of every succeeding month to their employees deputed to the Vidyalaya office/premises as per the monthly remuneration quoted without any deduction.
- h. The Contracting Agency will submit the invoice/bill along with proof of disbursement in duplicate after making payment to the employees provided to the Vidyalaya office/premises supported with the following documents
- i. Details of disbursement made to the staff furnishing cheque details for each payment or or fund transfer receipt, NEFT/RTGS payment receipt as the case may be.
 - ii. Proof of payment of statutory obligation such as EPF (Copy of Challan with TRRN), ESI, Service tax and any other applicable tax.
 - iii. Copy of EPF Pass Book and ESI Card in r/o of each labour/personnel engaged under contract to confirm the responsibility of the Contracting Agency to confirm the credit of EPF & ESI into the individual account of the employee provided to the Vidyalaya.
 - iv. Muster roll for the month.
 - v. Payment to the Contracting agency will be released within 15 days from the date of the receipt of the invoice/bill.
- i. The Contracting Agency will provide Identity Card to all its employees deputed as per the format suggested by the Indenting Office valid for the period of contract.
- j. The Contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation shall be borne by the Indenter/Client.
- k. The normal office hours of KV, Bhawanipatna is from 7.00 am to 4.00 pm six days from Monday to Saturday. However, the Contracting Agency will provide the security services round the clock all the days in a month according to the duty timing mentioned in work profile section. Vidyalaya also reserves the right to request for the services of additional/extra manpower. The Contracting agency will be compensated, for the extra manpower provided to the Indenting Agency as per the rate quoted.
- l. In case of absence on any working day, the monthly remuneration will be regulated as per the following formula
-
- $$\text{Total Monthly Remuneration} = \text{Monthly remuneration} - A1$$
- Where A1 = Monthly remuneration x Nos. of days of absence / Nos. of days in the month.
-
- m. The contractor must possess valid license by competent authority of ODISHA GOVT. to engage in the business of private security agency under Private Security Agency Regulation Act (PSARA)-2005 in Kalahandi District/entire State of Odisha.
- n. The Candidates/Manpower provided by the Contracting Agency shall be accepted only after scrutiny by Vidyalaya. Therefore, minimum three-four bio-data shall be made available against each slot in each category. The candidate may be invited for personal discussion also. No conveyance or any other charges will be paid by KV Bhawanipatna for appearing in personal discussion. In case, none is found suitable then additional bio-data shall be made available by the Contracting Agency, promptly i.e. within 24 hours. The replacement of a Candidate on account

absence/unsuitability for KV Bhawanipatna shall be made within 24 hours.

- o. The contracting Agency will be required to sign a contract with the Vidyalaya as per the Model Agreement available on vidyalaya website and a separate integrity pact. The other terms and conditions specified in the Bid document of accepted bid will also form the part of the Model Agreement.

(Model Agreement can be accessed on link - <https://bhawanipatna.kvs.ac.in/school-announcement>)

- p. KV Bhawanipatna on its part shall not be liable to pay any charges, dues, compensation to the security men or the agency in the event of any of the industrial loss or other loss applicable in this behalf to the personnel who shall be the responsibility of the agency only who shall be the employer of such personnel.
- q. The antecedents of all the workers will be verified from the police by the Contracting Agency before deployment for work.
- r. The Contracting Agency will deploy the security guards/security supervisor, who are below the age of 50 years, as well as physically fit and mentally alert. The Contracting Agency will also ensure that the security guards are free from any infectious disease before deployment for work.
- s. KV Bhawanipatna shall provide a room/space for Security Guards deployed by the Contracting Agency. No representative of agency shall be allowed on the room and nobody will be allowed to stay in aforesaid room except the staff of Contracting Agency on duty.
- t. The Contracting Agency shall provide impressive summer uniform as well as winter uniform with insignia to the security personnel and all required equipment such as baton, torch, whistle, etc.
- u. The housekeeping personnel should be provided with required accessories such as hand gloves, raincoat, water proof shoes, etc.
- v. Security guards found non-responsive in duty hours or not doing vigilance beats shall be paid no wages for that day.
- w. The contractor shall be fully responsible and liable for any theft, burglary, fire or any other mischievous deed done by its workers.
- x. The deployed workers shall not enter into any unlawful activity within the KVS premises and shall have a good moral character.
- y. The institute shall have the right to impose monetary penalty on the contractor or deduct such amount from security deposit in case the institution is put to any financial loss directly or indirectly by any act of omission or commission of part of the contractor's workers.
- z. Insurance and accident risks of the workers will be responsibility of the contractor.

18. **Buyer Added Bid Specific ATC**

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

19. **Purchase Preference (State)**

Bid reserved for MSE from the State of Bid Inviting Authority: Procurement under this bid is reserved for purchase from Micro and Small Enterprises from the State of Bid Inviting Authority having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal. If the bidder wants to avail themselves of the reservation benefit, the bidder must be the manufacturer / OEM of the offered product. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible to participate in this bid. In respect of bid 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 product or service, and Buyer will decide eligibility based on documentary evidence submitted, while evaluating the bid. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

20. **Purchase Preference (State)**

Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSE:

from the State of Bid Inviting Authority having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal 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 / State of Bid inviting authority. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid 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 product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 50 % of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100 percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 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 seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated 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 being bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this they can raise their representation against the same by using the Representation window provided in the bid details in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which share 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 with 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 law of the country. In terms of clause 26 of the General Terms and Conditions, the 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 with 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 law of the country. In terms of clause 26 of the General Terms and Conditions, the 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 with 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 law of the country.

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 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 वे पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न कर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---