



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5688995  
Dated/दिनांक : 11-12-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	01-01-2025 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	01-01-2025 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	60 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Railways
Department Name/विभाग का नाम	Indian Railways
Organisation Name/संगठन का नाम	West Central Railway
Office Name/कार्यालय का नाम	West Central Railway
Item Category/मद केटेगरी	Monthly Basis Cab & Taxi Hiring Services - SUV; 1600 km and extra 400 km per month with mandatory deployment of 02 drivers; Outstation 24*7
Contract Period/अनुबंध अवधि	1 Year(s) 9 Month(s)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *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
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	Single 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	1620486
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

**Bid Details/बिड विवरण**

<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

**EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	32410

**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	23

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज 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।

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

**Beneficiary/लाभार्थी :**

Sr DFM JBP WCR  
West Central Railway, Indian Railways, West Central Railway, Ministry of Railways  
(Yashawant Kumar)

**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. 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. 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.

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

**Scope of Work:**[1733835403.pdf](#)

**Monthly Basis Cab & Taxi Hiring Services - SUV; 1600 Km And Extra 400 Km Per Month With Mandatory Deployment Of 02 Drivers; Outstation 24\*7 ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Vehicle Type	SUV
Type of car (Please select at least 3 options)	Maruti Suzuki Ertiga , Mahindra XUV 500 , Maruti Suzuki Vitara Brezza , Maruti Suzuki XL6 , Ford Ecosport , Hyundai Creta , Renault Duster , Mahindra TUV300 , Mahindra XUV300 , Mahindra Scorpio , Mahindra Bolero , Mahindra Marazzo , Tata Sumo , KIA Carens , KIA Seltos , Mahindra Bolero Neo , Mahindra Xylo , Renault Lodgy , Renault Triber , Mahindra Thar , Maruti Suzuki Jimny
Usage Variant	1600 km and extra 400 km per month with mandatory deployment of 02 drivers
Type of Service	Outstation 24*7
Year of Vehicle Model	2024 , 2023 , 2022
Km Travelled	Any
Air Conditioning Requirement	A/C
Area of Operation	Plains

Specification	Values
Fuel Type	Any
<b>Addon(s)/एडऑन</b>	

**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 Vehicle(s)	Additional Requirement/अतिरिक्त आवश्यकता
1	Manish Kumar Patel	482001,DRM Office	1	<ul style="list-style-type: none"> <li>Duration in Months : 21</li> </ul>

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

**1. Buyer Added Bid Specific SLA**

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

**2. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

(1) **Work Experience** -The bidder should have satisfactorily completed in the last three previous financial years and the current financial year upto the date of opening of the tender, one similar single service contract\*\* for a minimum of 35% of advertised value of the bid. \*Completed service contract includes ongoing service contract subject to payment of bills amounting to at least 35% of the advertised value of the

bid.

\*\* Definition of Similar single work : - **“Hiring of Vehicle in -**

- a. Any Government Department, or**
- b. Any PSU, or**
- c. Any public listed company.”**

Work experience certificate from private individual shall not be accepted. Certificate from public listed company/private company/Trusts having annual turnover of Rs 500 crore and above subject to the same being issued from their Head office by a person of the company duly enclosing his authorization by the Management for issuing such credentials.

Notes: The bidder shall submit completion / performance certificate issued by competent authority along with bid for the service contracts to be considered for qualification of work experience criteria clearly indicating the nature/scope of contract, total contract value, date of commencement, date of completion, details of extension and revised value, actual date of completion and total payment made against such contracts.

(2) **Financial Standing:** The Bidders will be qualified only if they have minimum financial capabilities as below -

a)-T1- Financial Turnover: The bidder should have an aggregate financial turnover not less than 1.5 times the advertised Bid value during the last three previous financial years and in the current financial year upto the date of opening of the tender . The audited balance sheet reflecting financial turnover certified by chartered accountant with her stamp, signature and membership number shall be considered.

b)-T2-Liquidity: The bidder should have access to or has available liquid assets, lines of credit and other financial means to meet cash flow that is valued at 5% of the estimated bid value net of applicant's commitments for other contracts. The audited balance sheet and/or banking reference certified by chartered accountant with her stamp, signature and membership number shall be submitted by the bidder along with bid.

Banking reference should contain in clear terms the amount that bank will be in a position to lend for this work to the applicant/member of the Joint Venture/Consortium. In case the Net Current Assets (as seen from the Balance Sheets) are negative, only the banking references will be considered. Otherwise the aggregate of the Net Current Assets and submitted Banking references will be considered for working out the Liquidity.

The banking reference should be from a Scheduled Bank in India and it should not be more than 3 months old as on date of submission of bids.

Bids without latest audited balance sheet and latest complete list of works on hand as per annexure-IV shall be **summarily rejected**.

**Note: For tender with opening date between April to September, in case audited balance sheet of previous financial year is not available for calculating the financial turnover-of the-firm, Certificate from Chartered Accountant issued on the basis of any other Government approved document like GST Returns/VAT Statement will be applicable.**

**(3) - Self-Certificate: Please submit a certificate in the prescribed format as per Annexure-V for verification / confirmation of the documents submitted for compliance of eligibility / qualifying criteria. Non-submission of the certificate, or submission of certificate either not properly filled in, or in a format other than the prescribed format shall lead to summary rejection of your offer.**

**(4) Possession of Machine & Plant:** The contractor shall possess the vehicles which he proposed to use under this tender contract registered by competent authority in his name/company or firm's name/partner's name or shall have a power of attorney / lease agreement of the vehicle in his name/company or firm's name/partner's name. Power of attorney / lease agreement if vehicle is not owned by the contractor and Vehicle Registration Certificate of the proposed vehicle to be used in the contract shall be submitted by the bidder along with declaration as per Annexure-VI, otherwise its offer shall be **summarily rejected**.

(5) **Minimum Workability of Rates:** Minimum workability of Rates shall be calculated for this tender as per below methodology and bids having rates below minimum workable rates shall be summarily rejected without technical evaluation of the offers.

(A) Minimum Wages: Minimum wages for contract duration for semi-skilled worker for B Area, considering 30 days per month including 13% EPF (with ceiling of Rs. 1950 per month), 3.25% ESIC (if basic wages are below Rs. 21,000 per month).

(B) Fuel Cost: Fuel cost for contract duration will be calculated for package KMs + Additional KMs considering mileage of 20 KMs / Liter and lowest Diesel price between first day of the month of opening of the tender and date of opening of the tender as provided in the URL <https://www.goodreturns.in/diesel-price-in-jabalpur.html>

(C) Vehicle Depreciation Cost: Depreciation cost for contract duration will be calculated considering 15% per year depreciation for 03 years old vehicle having initial cost of Rs. 8,00,000.00 using Written Down Value Method.

(D) GST on (A), (B) and (C) @ 5%

(E) Minimum workable cost = (A) + (B) + (C) + (D)

Note: If there is any doubt or confusion regarding calculation of minimum workable rates, same may be clarified by visiting this office during Monday to Friday, 9:30 to 18:00 hours.

(6) These Special conditions of contract (SCC/STC) (along with Specifications of work and other conditions as contained in this Tender Document) shall be read together with the terms and conditions incorporated in this tender document and General Conditions of Contract for Service Contract (GCC) of Railway board. If any conflict between GeM GTC and tender document with GCC Service RB, then STC/STC with GCC Service RB will prevail. GCC for Service issued by Railway board will be applicable in this contract.

(7) Tenderer should upload the scan copy of all documents relating to Eligibility criteria along with their offer such as scanned copies of mandatory credentials Experience / completion certificates, Turn over certificates and any other documents such as partnership deed, power of attorney, affidavit PAN, GSTIN, ESIC, EPF as applicable.

(8) It is responsibility of the tenderer that they ensure to see any corrigendum of the tender to check the corrigendum on the website from time to time.

(9). Railway Administration reserves the right to change/ Alter/Cancel the tender without any notice.

(10). Declaration by bidder:

(10.1) I/We have carefully gone through the Scope work/specifications, special conditions etc. attached with the tender documents.

(10.2) I/ We have visited the works site and I / We am / are aware of the site conditions.

**(11) Performance Guarantee:** Performance guarantee at a rate of 5% of the contract value shall be deposited by the successful bidder. The successful bidder shall have to submit a Performance Guarantee (PG)

valuing 5% of the contract value, within 30 (thirty) days from the date of issue of Letter of Acceptance (LOA). Extension of time for submission of PG beyond 30 (thirty) days and upto the date of submission of PG from the date of issue of LOA may be given by the Authority who is competent to sign the contract agreement. However, a penal interest of 15% per annum shall be charged for the delay beyond 30 (thirty) days, i.e. from 31st day after the date of issue of LOA. In case the contractor fails to submit the requisite PG after 60 days from the date of issue of LOA, a notice shall be served to the contractor to deposit the PG immediately however not exceeding 90 days from the date of issue of LOA. In case the contractor fails to submit the requisite PG even after 90 days from the date of issue of LOA, the contract shall be terminated duly forfeiting EMD and other dues, if any payable against that contract. The failed contractor shall be debarred from participating in retender for that work. In case 60th day is a bank holiday or office closure next working day should be considered as the last day for submission of the PGs. Decision of Authority competent to sign the Contract Agreement would be final in case of any dispute.

(12) Forms of EMD and PBG Bidders can submit the EMD and PBG with

(A) Payment online through RTGS / internet banking in Beneficiary name Sr.DFM JBP Account No. 3690359 1229 IFSC Code SBIN0000390 Bank Name State bank of India Branch address Main Branch JBP. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of online transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

(B) Banker's Cheque in favor of Sr.DFM payable at JBP. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

(C) Fixed Deposit Receipt made out or pledged in the name of A/C (Name of the Buyer). 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 EMD, the FDR will be released in the favor of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

(D) Account Payee Demand Draft in favor of Sr.DFM payable at JBP. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer before Bid End date / Bid Opening date.

**(13) Conditional offers may be rejected.**

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**(14) Documents Check List (For guidance purpose only)**

1. For MSE EMD Exemption - Valid MSE Certificate with registration in relevant service.
2. Self-Certificate (Annexure-V) - 10 points certificate as provided in tender scope of work, properly filled in by the proprietor / attorney holder with relevant documents if filled by attorney holder such as power of attorney, board resolution etc.
3. Technical Eligibility - Completion / Performance Certificate issued by competent authority clearly indicating the nature/scope of contract, total contract value, date of commencement, date of completion, details of extension and revised value, actual date of completion and total payment made against such contracts.
4. Financial Eligibility T1 -Turnover Certificate, audited balance sheets and profit & loss accounts certified by Chartered Accountant for previous 03 financial years and turnover certificate for current year based on any government document like GST Return/VAT statement etc.
5. Financial Eligibility T2 - Latest and complete list of Work on Hand (Annexure-IV) to calculate liability towards other contracts, latest audited balance sheet for calculation of net current assets and banking reference (Annexure -II) if there is shortfall in net current assets to meet liability towards other contracts and this contract.
6. Annexure-VI with relevant documents as per clause (4) of this ATC.

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.

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

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

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---