



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2025/B/5786153  
Dated/दिनांक : 07-01-2025

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	20-01-2025 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	20-01-2025 16:30:00
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	East Coast Railway
Office Name/कार्यालय का नाम	Office Of Pcmm
क्रेता ईमेल/Buyer Email	deetsangl@kur.railnet.gov.in
Item Category/मद केटेगरी	Monthly Basis Cab & Taxi Hiring Services - MUV; 3000 KM per month; Outstation 24*7
Contract Period/अनुबंध अवधि	3 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	35 Lakh (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
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),Additional Doc 1 (Requested in ATC),Additional Doc 2 (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 Details/बिड विवरण**

<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Single Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	2312856
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<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	46300

**ePBG Detail/ईपीबीजी विवरण**

Required/आवश्यकता	No
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(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 कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी 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 :**

FA &amp; CAO, East Coast Railway

OFFICE OF Principal Finance Advisor, East Coast Railway, Ministry of Railways, Chandrasekharpur, Bhubaneswar (Fa And Cao/ecor/bbs)

**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. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. 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.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
4. 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.

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

**Geographic Presence in States:**Odisha

**Scope of Work:**[1736157133.pdf](#)

**Monthly Basis Cab & Taxi Hiring Services - MUV; 3000 KM Per Month; Outstation 24\*7 ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Vehicle Type	MUV
Type of car (Please select at least 3 options)	Mahindra Bolero Camper , Tata Xenon , Mahindra Imperio , Tata Xenon Yodha
Usage Variant	3000 KM per month
Type of Service	Outstation 24*7
Year of Vehicle Model	2024 , 2023 , 2022
Km Travelled	Upto 50,000 Kms

Specification	Values
Air Conditioning Requirement	Non-A/C
Area of Operation	Hilly + Plain Area
Fuel Type	Diesel
<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	Dipanjan Sarkar	759123, Electric Loco Shed Angul, East Coast Railway Ranigoda, Angul-759123	1	<ul style="list-style-type: none"> <li>Duration in Months : 36</li> </ul>

**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. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**Name of Work:** - Hiring of one multi-purpose utility light road vehicle with driver & fuel for a period of three years for Stores Depot of ELS/ANGL.

**3.1 Work Experience:** The bidder should have satisfactorily completed\* in the last three previous financial years and the current financial year up to 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 on-going service contract subject to payment of bills amounting to at least 35% of the advertised value of the bid.

**Similar service contract would mean the following:-**

**“Providing hired vehicle to Railways/State Govt./Central Govt./their PSU.”**

Work experience certificate from private individual shall not be accepted. Certificate from public listed company/private company/Trusts having ann

ual 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 Experience certificate along with bid showing details of work executed by them for the service contracts to be considered for qualification of work experience criteria clearly indicating the nature/scope of contract, actual completion cost, payment made till date, date of commencement of work and actual date of completion for such contract. **Non submission of Experience certificate indicating the required information issued by competent authority for fulfillment of the work experience criteria by the bidder shall result in summarily rejection of his/their bid.**

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

(i) **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. The bidders shall submit the certificate as per format enclosed at **Annexure-B** supported by Audited balance sheets.

**(Non submission of Audited balance sheets for fulfilment of T1- Financial criteria shall result in summarily rejection of his/their bid.)**

(ii) **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. **Non submission of banking references in proper format for T2 liquidity criteria by the bidder shall result in summarily rejection of his/their bid. No further query shall be done to the bidder.** (Bank certificate format : **Annexure-C**).

**(Note: Non submission of required documents for fulfillment of the eligibility criteria shall lead to rejection of the bid. No post tender documents shall be considered for fulfillment of eligibility criteria).**

#### **4.0 Bidder's Credentials:**

**4.1** The bidder shall submit along with the Bid document, documents in support of their claim to fulfill the minimum eligibility criteria as mentioned in the bid.

(a) The bidders shall submit an undertaking that all the documents submitted by her along with her bid are true. The bid shall be summarily rejected if the bidder fails to submit this undertaking along with the bid. In addition to **Annexure-V**, in case of other than Company/Proprietary Firm, **Annexur**

**e-V(A)** shall also be submitted by the each member of a partnership firm/ Joint Venture (JV)/Hindu Undivided Family (HUF)/ limited Liability Partnership (LLP) etc. as the case may be. ( **Format Enclosed as Annexure-V and V(A)**).

**5.0** The bidder shall give full details of the constitution of the Firm/JV/Company/Society etc. and shall also submit the following documents (as applicable according to the type of firm), in addition to documents mentioned above.

- (a) **Sole Proprietorship Firm:** The Bidder shall submit the notarized copy of the affidavit.
- (b) **Partnership Firm:** The Bidder shall submit self attested copies of (i) registered/notarized Partnership Deed and (ii) Power of Attorney duly authorizing one or more of the partners of the firm or any other person(s), authorized by all the partners to act on behalf of the firm
- (c) **Joint Venture (JV):** Not eligible for this bid.
- (d) **Company registered under Companies Act-1956:** The Bidder shall submit (i) the copies of **MOA (Memorandum of Association) and AOA (Articles of Association)** of the company; and (ii) Power of Attorney duly registered/notarized issued by the Company (backed by the resolution of Board of Directors) in favor of the individual, signing the Bid on behalf of the company.
- (e) **Society:** The Bidder shall submit (i) self attested copy of the Certificate of Registration, (ii) Deed of Formation; and (iii) Power of Attorney in favor of the Tender Signatory.

*(Tenderer is required to submit **Annexure-E** duly filled in along with required documents as per their nature of firm/company etc. as mentioned above)*

**1. Tenderer has to submit declaration regarding non violation of the conditions for Qualification Criteria and Disqualification of Bidders as per clause no. 2.2 of IR GCC -2018 for service and Clause 2.5 of IR GCC -2018 for service. The bidder shall have to submit a declaration as per Annexure- A along with the bid for fulfillment of these criteria . Non submission of this declaration by the bidder shall result in summarily rejection of his/their . (Please refer clause no. 1 and 2 of Part-II of ATC)**

**2. The bidder shall give full details of the constitution of the Firm/JV/Company/Society etc. and shall also submit the following documents ( as per type of firm) as per Clause No. 17.2 of Bid form (2nd sheet) Annexure-II of IR GCC -2018 for services. The bidder shall furnish the detail information in Annexure-E. The tenderer has to submit the documents as mentioned below as per the type of firm. (Please refer clause no. 5 of Part-II of ATC)**

### **SCHEDULE OF RATES AND QUANTITY**

**Schedule-A**

Sl. No	Description of work	Unit	Approx quantity	Rate	Amount in Rs.
1	Hiring of one multi-purpose utility light road vehicle with driver & fuel for a period of three years for Stores Depot of ELS/ANGL.	Per month (Approx 3000 KM)	36 months (10800 0 KM)	64,246.00	23,12,856.00

**NOTE:**

- (1) **Tenderer are advised to quote their rate inclusive of all taxes including GST.** The vehicle shall run quarterly 9000 KM during the billing p

period of 03 months and 108000 Km in 3 years.

- (2) The lump-sum monthly charges includes all the charges i.e. driver's salary, fuel, lubricant, major/minor repairs, servicing of vehicles, cost of wear & tear, cost of uniforms of drivers and any other consumable required from time to time, drivers salary and allowances as per Government rules & labour laws, all taxes, duties, incidental charges, penalties etc. as imposed by central/state/local government bodies for running of vehicles payable by the tenderer(s) including parking charges, toll tax, entry tax whenever required etc.
- (3) The quoted rate by the bidder shall be firm during the 03 years period and there should not be any price variation during the entire 03 years.
4. The vehicle shall be a four-wheeler of "Light Motor Vehicle" category like Non AC TATA-207-DI EX Pick up, Mahindra Bolero Imperio or equivalent etc. and must be registered on or after 01.12.2021 (first registration) and in perfect working condition
- 5. The vehicle will be stationed at ELS/Angul and the driver shall report to the consignee i.e. CDMS/ANGL.** Before submitting a tender, the tenderer will be deemed to have satisfied himself by actual inspection of the site and locality of the works that all conditions liable to be encountered during the execution of the works are taken into account. Bidder should go through all the documents attached with the tender document before submitting the tender.
6. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
7. Tenderers are requested to refer Buyer Added Bid Specific Document attached in the link provided as Buyer Added Bid Specific Terms and condition above. General Conditions of Contract for Services 2018 (with up to date corrections) is applicable and binding on the contract.

**Following mandatory documents shall have to be uploaded by the bidder .**

### **Check List**

Bidders are required to check the following Mandatory documents before submission of the bid.

<b>SI.No.</b>	<b>Details of documents</b>	<b>Formats</b>	<b>Yes/No</b>
1	Format for certificate to be submitted by the bidder. Please refer clause No. 4 of Part-II of this document.	Annexure- V, V(A)	

2	Undertaking by the bidder for Service Contracts Qualification Criteria and Disqualification of bidders. Please refer clause No . 1,2 of Part-II of this document .	Annexure-A	
3	Experience Certificate for fulfilment of 35% work experience criteria of Eligibility criteria. Please refer clause No. 3.1 of Part-II of this document.	Issued by competent Authority.	
4	Financial Turn over certificate along with Balance sheets for f /y 2020-21, 2021-22, 2022 -23 and 2023 till date along with Audited balance sheets for the respective years. Please refer clause No. 3.2 of Part-II of this document.	Annexure-B and Balance sheets	
5	Banking reference certificate from Bank. It should not be more than 3 months old as on date of submission of Bid. Please refer clause No. 3.2 of Part-II of this document.	Annexure-C	
6	Details of the constitution of the Firm/JV/Company/Society etc . and shall also submit following documents(as applicable) Please refer clause No. 5 of Part-II of this document.	Annexure-E, MOA, AOA, Partnership deed, POA, Proprietorship Affidavit	
7	No Railway Employee Relation / Retired Railway Manager Declaration	Annexure-F	

**Signature of bidder**

**\*Non submission of above documents shall lead to rejection of the Bid.**

**XXXX**

3. **Buyer Added Bid Specific ATC**



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

## Disclaimer/अस्वीकरण

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.

**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 [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 कार्रवाई का आधार होगा।

**---Thank You/धन्यवाद---**