



आत्मा राम सनातन धर्म महाविद्यालय

**ATMA RAM SANATAN DHARMA COLLEGE**

ACCREDITED GRADE 'A++' BY NAAC (CGPA 3.77)

All India 6th Rank By NIRF (MOE)

(दिल्ली विश्वविद्यालय) (University of Delhi)

धौला कुआँ, नई दिल्ली-110021 DHAULA KUAN, NEW DELHI - 110021

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संदर्भ सं / Ref. No. 198.....

दिनांक / Date 29/8/2024

**NOTICE INVITING E-TENDER**

Tender for Security services in Atma Ram Sanatan Dharma College has been invited on GeM Portal (Government-E-Portal) for providing of Security Guards.

Details in regard of floated bid are as under:

1. Bid Document Number	:	GEM/2024/B/5261805
2. Bid Started Date	:	28/08/2024
3. Bid End Date/Time	:	07/09/2024, 13.00 PM
4. Bid Opening Date/Time	:	07/09/2024, 13.30 PM

Interested agencies having experience of similar works may participate in the Bid.

  
(Prof. Gyantosh Kumar Jha)  
Principal



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5261805  
Dated/दिनांक : 28-08-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	07-09-2024 13:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	07-09-2024 13:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Education
Department Name/विभाग का नाम	Department Of Higher Education
Organisation Name/संगठन का नाम	Delhi University
Office Name/कार्यालय का नाम	Arasd College Dhaula Kuan South Delhi
Item Category/मद केटेगरी	Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard , Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Armed Security Guard
Contract Period/अनुबंध अवधि	2 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	400 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 and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

**Bid Details/बिड विवरण**

<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (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
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two 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>	14115599.12
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है</b>	Yes

**EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	ICICI
EMD Amount/ईएमडी राशि	395237

**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	ICICI
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	26

(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 दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(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 :**

Principal

Arsd College Dhaula Kuan South Delhi, Department of Higher Education, Delhi University, Ministry of Education

(Prof. Gyantosh Kumar Jha)

**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. 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.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Purchase preference will be given to MSEs 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. 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+ 15% (Selected by Buyer) 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% (selected by Buyer) 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.
5. 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.
6. 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**

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for eachcontract of providing manpower services to Central/ State Government Departments/ Public SectorUndertakings/ Autonomous Bodies in last N financial years:**Three similar completed services costing not less than amount equal to 40% of the estimated cost or Two similar completed services costing not less than the amount equal to 50% of the estimated cost

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in eachcontract of providing manpower services to Central/ State Government Departments/ Public SectorUndertakings/ Autonomous Bodies in last N financial years:**3Project 50Manpower 3Yr

**Geographic Presence: Office registration certificate:**Delhi

**Scope Of Work For the Service:**[1723021989.pdf](#)

**Buyer to upload Gazette notification for the breakup of ESI/EPF/ELDI etc if required:**[1723022045.pdf](#)

**Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard ( 16 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Semi skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 50 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Martial Art Certificate
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title For Optional Allowances 1	Relieving Charges

**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	Rajesh Makkar	110021,ARSD College, Dhaula Kuan	16	<ul style="list-style-type: none"> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> <li>• Basic Pay (Minimum daily wage) : 742</li> <li>• Provident Fund (INR per day) : 69.24</li> <li>• EDLI (INR per day) : 2.88</li> <li>• ESI (INR per day) : 24.11</li> <li>• EPF Admin charge (INR per day) : 2.88</li> <li>• Bonus (INR per day) : 0</li> <li>• Optional Allowance 1 (in Rupees) : 140.21</li> <li>• Optional Allowance 2 (in Rupees) : 0</li> <li>• Optional Allowance 3 (in Rupees) : 0</li> </ul>

**Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Semi skilled
Gender	Female
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 50 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Martial Art Certificate

Specification	Values
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title For Optional Allowances 1	Relieving Charges

**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	Rajesh Makkar	110021,ARSD College, Dhaula Kuan	1	<ul style="list-style-type: none"> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> <li>• Basic Pay (Minimum daily wage) : 742</li> <li>• Provident Fund (INR per day) : 69.24</li> <li>• EDLI (INR per day) : 2.88</li> <li>• ESI (INR per day) : 24.11</li> <li>• EPF Admin charge (INR per day) : 2.88</li> <li>• Bonus (INR per day) : 0</li> <li>• Optional Allowance 1 (in Rupees) : 140.21</li> <li>• Optional Allowance 2 (in Rupees) : 0</li> <li>• Optional Allowance 3 (in Rupees) : 0</li> </ul>

**Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Armed Security Guard ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Armed Security Guard
Category of Skills	Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Yes
Age Limit	Up to 50 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Martial Art Certificate
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title For Optional Allowances 1	Relieving Charges

**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



S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajesh Makkar	110021,ARSD College, Dhaula Kuan	1	<ul style="list-style-type: none"> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> <li>• Basic Pay (Minimum daily wage) : 816</li> <li>• Provident Fund (INR per day) : 69.24</li> <li>• EDLI (INR per day) : 2.88</li> <li>• ESI (INR per day) : 0</li> <li>• EPF Admin charge (INR per day) : 2.88</li> <li>• Bonus (INR per day) : 0</li> <li>• Optional Allowance 1 (in Rupees) : 148.52</li> <li>• Optional Allowance 2 (in Rupees) : 0</li> <li>• Optional Allowance 3 (in Rupees) : 0</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. Service & Support

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.

### 3. Service & Support

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

### 4. Service & Support

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

## 5. 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.

## 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

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Principal, Atma Ram Sanatan Dharma College  
payable at  
New Delhi

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

## 8. Past Project Experience

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.  
**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

## 9. 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

Principal, Atma Ram Sanatan Dharma College  
payable at  
New Delhi

. 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.

## 10. Buyer Added Bid Specific ATC

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

## 11. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

- 1.
2. **Buyer Added Additional Terms and Conditions**
- 3.
- 1.4. The bidder shall provide Semi-skilled and skilled Security Guard in the college premises round the clock 24x7.
- 2.5. The wages shall be paid to the Guard by the bidder on monthly basis. On production of proof of payment to Security guard by the bidder, re-imbusement of the same shall be made to bidder dep

ending upon the actual man days provided by the bidder at the rate of minimum wages prescribed by the Govt. from time to time.

- 3.6. The bidder shall release wages by the 7th of the following month for which wages will be payable.
- 4.7. A properly scanned copy of MSME certificate (QR should be scannable) needs to be uploaded for exemption, failing which, the exemption shall not be granted.
- 5.8. The payment of share of EPF, ESIC, EDLI, EPF admin Charge and GST etc. would be made after submission of authentic evidence of payment to the respective agencies by the bidder. The facility of EPF, ESIC shall be provided to all outsourced persons. It shall be the bidder responsibility of EPF, ESIC, AADHAR updation etc.
- 6.9. The contract shall remit 3% of contract value as performance guarantee (contract value of manpower for Security Service). The successful bidder should provide the Performance bank guarantee equal to 3% of the value of the awarded contract (DoE, OM NO.F.9/4/2020-PPD dated 30.12.2021) within 15 days of the award of contract.
- 7.10. No residential accommodation will be provided to the Security Guards. No other benefits or allowance shall be allowed to the Security Guards other than the daily wages. No obligation and further liability will arise on the part of this office.
- 8.11. The Security Guards provided by the Bidder shall be bound to observe all instructions issued by the office concerning general discipline and behavior. Consumption of liquor, smoking/chewing tobacco and the like in the college premises is strictly prohibited at all times.
- 9.12. It shall be the sole responsibility and liability of the bidder to comply with the provisions of the Contract Labour (Registration & Abolition) Act, 1970, Employees Provident Funds Act, Employees State Insurance Act, Minimum Wages Act, 1948 and any other labour laws in force and this College shall not, in any way, be liable for the acts of omission and commission of the bidder which may contravene with the provisions of any of the laws in force. The bidder shall obtain labour licenses from statutory Authority, if required. The bidder shall be liable to defend, indemnify and hold harmless the College from any liability which may be imposed by Central, State or Local Authorities by reason of violation by the bidder of any laws, regulation and also from all claims, suits and proceedings that may be brought against the college arising under or incidental to or by reason of work provided/assigned under this agreement brought by the Security guard of the bidder, any third party or Central/State/Local Authorities. The bidder will comply with all other Government Acts and Rules applicable to the contract.
- 10.3. The bidder shall get all the security Guards deputed to be covered under various Labour laws. The College shall have no liability whatsoever in respect of the Security guard provided by the bidder. They shall not be employees of the college under any law relating to their employment with the bidder. It is made clear that there shall be no master and servant relationship between the bidder and/or his security guards and the college. The college shall not be responsible, financially or otherwise, for any injury to the worker of the Bidder in the course of performing their duties during the currency of this agreement.
- 11.4. The attendance register of the security guards shall be properly maintained by the bidder and shall be subject to scrutiny and inspection by the college as and when considered necessary.
- 12.5. The security guards shall be properly dressed and shall wear clean uniform while on duty. The Bidder shall be solely responsible for all actions of his personnel including the behavior, conduct and discipline. Any Breach of discipline and professional conduct shall be viewed seriously. In case of any misconduct or breach of discipline by the Bidder or its personnel the Bidder shall be informed about the action to be taken and a notice for removal of such personnel shall result into immediate removal of the defaulting personnel and even termination of the agreement in the event of non-compliance. All documents provided to the bidder for any work and copies thereof shall at all-time be th

e College property. No, document or copies handed over to the bidder shall be considered to be transferred to the bidder or shall be construed as the bidder's property at any time. The bidder and his personnel shall maintain secrecy of all documents of the Office. The bidder's personnel shall not disclose to any unauthorized person either during or after their employment any information disclosed by such documents. The bidder's personnel shall not communicate to public or to any third party, any information or document, official or otherwise, relating to the College. On completion of the work, the bidder and his personnel undertake to return all documents, files, books, papers, memos etc. or any other property in the possession of the bidder, his personnel or under their control back to the College and no documents, copies thereof its contents or any other property and information shall leave the premises of the College under any circumstances. Without prejudice to any other rights of the College, any breach of this clause on the part of the Bidder and his personnel shall give rise to a cause for immediate termination of this Contract. The bidder shall withdraw its personnel without protest of demur as and when notice for such removal is given by the College.

136. The College shall not provide any transport, canteen, medical or living facility to the Security guard.
137. The bidder shall be liable to provide services of Security guard on all day of the week round the clock.
138. The bidder shall keep the College both during and after the term of this agreement fully and effectively indemnified against any loss or damages caused to the property of the College by the Security guard provided by the bidder during performance of the jobs as per this contract. The loss or damage caused shall be made good by the bidder at its own cost and in case he fails to make good the loss, the same shall be recovered from any money payable to him by the College.
139. The contract shall be in force for a period of two year from contract date and will be extendable as per GeM policy on the same terms and conditions subject to satisfactory services and mutual consent of both the parties.
140. In the event of any question, dispute/difference arising under this contract or in connection therewith the same shall be referred to the sole arbitration of the office or his nominee and the award of the Arbitrator shall be final and binding on the parties to that contract.
141. The bidder must have registered office in Delhi/NCR for the purpose of running of contract. In support, bidder shall produce attested copy of electricity/water/ landline-telephone bill for last two years in the name of the bidder or the firm/company, failing which bidder shall be disqualified.
142. The bidder shall provide functional telephone, mobile number and email id of himself/representative and the firm.
143. The bidder shall authorized representative(s), who would be representing bidder in his absence. An authorization letter on firm's letter head duly signed and stamped will have to be submitted alongwith bid.
144. The bidder agency should have a minimum experience of three (03) years during last three years in providing manpower service to Indian Audit and Accounts Departments/Central Government Offices/State Government Offices/PSUs. To ascertain the experience, the bidder is required to upload copies of Contract along with Completion/Experience certificate obtained from the respective office/department post completion of contract indicating the period for which the contract was active. Any contract uploaded without completion certificate does not qualify for the experience condition and stands to be rejected. The bidder needs to create a single pdf file, named "Experience Proof", of the contracts followed by their respective experience certificate.
145. The bidder has to submit undertaking pertaining that bidder has never been blacklisted during the tenure of their services on Rs. 100/- Stamp Paper duly notarized. Simple undertaking on office letterhead stands will be rejected.
146. The bidders are required to deposit Earnest Money amounting to Rs 395237 in the form of demand draft in favour of "**Principal, Atma Ram Sanatan Dharma College, New Delhi**", which is 2.

8% of contract value of Rs 14115599.12. If the bidder submits EMD exemption proof, the proof/certificate should be verifiable online, otherwise the bid is liable to be rejected on grounds of "Non-Submission of EMD". EMD shall be refunded within a month from opening of technical bid to the unsuccessful bidder.

- ~~227~~. Bidder should charge service charge on service for providing Security Guards.
- ~~238~~. The bidders, who qualify technical bid, shall be evaluated for financial bid. The financial bid will be evaluated on service charge on services for providing manpower. The grand total mentioned in A TC (financial breakup) should be considered for 2 years only. Grand total of anything less than that of 2 years will be rejected.
- ~~239~~. The bidder should have a minimum average annual turnover of Rs. 4 crore during last three financial years (2021-22, 2022-23 and 2023-24). In support, attested Audited Financial Statements should be uploaded along with bid. The audited financial statements should have Unique Document Identification Number (UDIN) number of CA on each certificate. Bid without authentic Audited financial statement will be rejected.
- ~~230~~. In case of any query, please contact Administrative Officer, Atma Ram Sanatan Dharma College, Dhaura Kuan, New Delhi- 110021, Phone:- 24113436, 24117508.
- 31.
- ~~232~~. This service contract shall be subject to the courts of law in New Delhi only.

## **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.

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---**