

### Bid Document

Bid Details	
<b>Bid End Date/Time</b>	16-12-2022 15:00:00
<b>Bid Opening Date/Time</b>	16-12-2022 15:30:00
<b>Bid Offer Validity (From End Date)</b>	120 (Days)
<b>Ministry/State Name</b>	Ministry Of Finance
<b>Department Name</b>	Department Of Economic Affairs
<b>Organisation Name</b>	Security Printing And Minting Corporation Of India Limited (spmci)
<b>Office Name</b>	Janpath
<b>Item Category</b>	Custom Bid for Services - AC DZIRE OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis , Custom Bid for Services - AC DZIRE OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis , Custom Bid for Services - AC DZIRE OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis , Custom Bid for Services - Non AC DZIRE OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis , Custom Bid for Services - Non AC DZIRE OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis , Custom Bid for Services - Non AC DZIRE OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis , Custom Bid for Services - AC INNOVA OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis , Custom Bid for Services - AC INNOVA OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis , Custom Bid for Services - AC INNOVA OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis , Custom Bid for Services - AC BOLERO OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis , Custom Bid for Services - AC BOLERO OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis , Custom Bid for Services - AC BOLERO OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis , Custom Bid for Services - Non AC BOLERO OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis , Custom Bid for Services - Non AC BOLERO OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis , Custom Bid for Services - Non AC BOLERO OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis , Custom Bid for Services - AC HONDA CITY OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis , Custom Bid for Services - AC HONDA CITY OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis , Custom Bid for Services - AC HONDA CITY OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis
<b>Contract Period</b>	1 Year(s)
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)</b>	10 Lakh (s)
<b>Years of Past Experience Required for same/similar service</b>	1 Year (s)
<b>MSE Exemption for Years Of Experience and Turnover</b>	Yes

<b>Bid Details</b>	
<b>Startup Exemption for Years Of Experience and Turnover</b>	Yes
<b>Document required from seller</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),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</b>	No
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Evaluation Method</b>	Total value wise evaluation

#### **EMD Detail**

Advisory Bank	Indusind bank
EMD Amount	50000

#### **ePBG Detail**

Advisory Bank	Indusind bank
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	14

(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.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

#### **Beneficiary:**

India Security Press, Nashik  
India Security Press, Nashik-422101  
(Chief General Manager)

#### **Splitting**

Bid splitting not applied.

#### **MSE Purchase Preference**

MSE Purchase Preference	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 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.

3. 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.

4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. 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 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 defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

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 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**

**Scope of Work:**[1668507321.pdf](#)

**Service Level Agreement (SLA):**[1668507390.pdf](#)

**GEM Availability Report ( GAR):**[1668507455.pdf](#)

**Payment Terms:**[1668507550.pdf](#)

#### **Custom Bid For Services - AC DZIRE OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis ( 1 )**

##### **Technical Specifications**

<b>Specification</b>	<b>Values</b>
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC DZIRE OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

##### **Additional Specification Documents**

**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - AC DZIRE OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis ( 1 )****Technical Specifications**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC DZIRE OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

**Additional Specification Documents****Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - AC DZIRE OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis ( 1 )****Technical Specifications**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC DZIRE OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

#### Custom Bid For Services - Non AC DZIRE OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Non AC DZIRE OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - Non AC DZIRE OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Non AC DZIRE OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

**Additional Specification Documents**

**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
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**Custom Bid For Services - Non AC DZIRE OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	

Specification	Values
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Non AC DZIRE OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

#### Custom Bid For Services - AC INNOVA OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC INNOVA OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - AC INNOVA OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC INNOVA OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

**Additional Specification Documents**

**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
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**Custom Bid For Services - AC INNOVA OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	



Specification	Values
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC INNOVA OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

#### Custom Bid For Services - AC BOLERO OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC BOLERO OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - AC BOLERO OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC BOLERO OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

**Additional Specification Documents**

**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
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**Custom Bid For Services - AC BOLERO OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	

Specification	Values
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Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

#### Custom Bid For Services - Non AC BOLERO OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Non AC BOLERO OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

### Custom Bid For Services - Non AC BOLERO OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Non AC BOLERO OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
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### Custom Bid For Services - Non AC BOLERO OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	

Specification	Values
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Non AC BOLERO OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

#### Custom Bid For Services - AC HONDA CITY OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC HONDA CITY OR EQUIVALENT FOR 80 KM 8 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

#### Additional Specification Documents

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#### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - AC HONDA CITY OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC HONDA CITY OR EQUIVALENT FOR 180 KM 12 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

**Additional Specification Documents**

**Consignees/Reporting Officer**

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

**Custom Bid For Services - AC HONDA CITY OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	

Specification	Values
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	AC HONDA CITY OR EQUIVALENT FOR 300 KM 24 Hrs A Day Basis
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

### Additional Specification Documents

### Consignees/Reporting Officer

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1	Biplab Basak	422101,India Security Press, Nashik Road Nashik , Maharashtra	1	N/A

## Buyer Added Bid Specific Terms and Conditions

### 1. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of SPMCIL, Unit India Security Press, Nashik payable at Nashik.

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.

### 2. Forms of EMD and PBG

Bidders can also submit the EMD with 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 favour 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

### 3. Forms of EMD and PBG

Bidders can also submit the EMD with Banker's Cheque in favour of SPMCIL, Unit India Security Press, Nashik payable at Nashik.

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.

### 4. 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 SPMCIL, Unit India Security Press, Nashik payable at Nashik. 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.

#### 5. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of SPMCIL, Unit India Security Press, Nashik A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

#### 6. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

##### I. Qualification/ Eligibility Criteria

**(1) Experience and past performance:** The bidder should have experience of having successfully completed similar kind of services for the value at least Rs.10 Lakh in any one of the last five years ending on '31.03.2022'.

**Note:** Start-ups and Micro and small Enterprises are exempted from Experience and Past Performance criteria. In case any bidder is seeking exemption from Experience and Past Performance criteria, the supporting documents to prove his eligibility for exemption must be submitted for evaluation.

**(2) Capability:**-The bidder must have capability to provide the relevant service and should have at least 2 vehicles in the name of firm with valid Transport/Tour & Travel Registration.

##### (3) Financial Standing:

**(a)** The average annual turnover of the bidder during the last three years, ending on 31.03.2022 should be at least 10 Lakh as per the annual report (Audited Balance sheet and Profit & Loss Account shall be submitted for evaluation) of Financial Year 2019-2020, 2020-2021 & 2021-2022, duly authenticated by a chartered Accountant/Cost Accountant in India or equivalent in relevant countries

**Note:** The Average Annual Turnover criteria are exempted for Start-ups and Micro and Small Enterprises. In case any bidder is seeking exemption from Turnover criteria, the supporting documents to prove his eligibility for exemption must be submitted for evaluation.

**(b)** The bidder should not have suffered any financial loss for more than one year during the last three years, ending on '31.03.2022'.

**(c)** The net worth of the Bidder should not be negative on '31.03.2022' and also should not have eroded by more than 30% in the last three years, ending on '31.03.2022'.

##### 4. Applicability in Special Cases

**(a)** For Existing successful Past Suppliers: In case the bidder who is a successful past supplier of 'The Product' in at least one of the recent past three



procurements, who do not meet any or more of requirements above, would also be considered to be qualified in view of their proven credentials, for the maximum quantity supplied by him in such recent past. (This clause is not applicable for Security Items as notified by Government of India from time to time.)

**(b) Joint Ventures and Holding Companies:** Credentials of the partners of Joint ventures cannot (repeat cannot) be clubbed for the purpose of compliance of PQC in supply of Goods/Equipment, and each partner must comply with all the PQC criteria independently. However, for the purpose of qualifying the Financial Standing Criteria, the Financial Standing credentials of a Holding Company can be clubbed with only one of the fully owned subsidiary bidding company, with appropriate legal documents proving such ownership.

**(c) Start-up Enterprises:** Requirements of prior experience and turnover would be relaxed for Start-up enterprises as recognized by Department for Promotion of Industry and Internal Trade (DPIIT), subject to their meeting the quality and technical specifications. Such Start-ups may be either MSE or otherwise.

**(5)** Bidder firm shall submit the copy of PAN & GST Registration Certificate.

**(6)** Other Eligibility requirements for the Bidders:

**(a)** The application should be submitted in English Language. The authenticated copies of the documents in support of the applicant's claims must be submitted in English language.

**(b)** The bidder shall indicate/ certify that authorized signatory is competent and legally authorized to submit the tender and/ or to enter into legally binding contract.

**(c) Blacklisting:** The bidder firm should submit declaration that the firm has not been blacklisted/ debarred by any government agency / Public Sector Unit/ Reputed organization.

**(d) Agree to withdraw all deviations:** The declaration that "We agree to withdraw all the deviations, if any, unconditionally and accept all the terms and conditions of the tender document including the Scope of Work, Service Level Agreement and Payment Terms".

**(7) NOTE:**

**(i)** All experience, past performance and capacity/ capability related/ data should be certified by the authorized signatory of the bidder firm.

**(ii)** Decision on finalization of tender will be taken based on the documents submitted along with the tender. All documents must be submitted as per tender requirement failing which offers will be liable for rejection.

**(iii)** All the pages submitted are to be sealed & signed by Authorised Signatory.

**II. Delivery Schedule.**

**(a) Contract period:** Contract shall commence from the date mentioned in GeM Contract/Purchase Order for a period of One (01) Year within ceiling limit of total contract cost. Vehicles shall be provided on as and when required basis. Prices shall be valid for one (01) year from the date of commencement of contract.

**(b) Type of vehicle shall be provided during the contract period is as under:**

- 1) AC DZIRE or equivalent for 80 km x 8 hours**
- 2) AC DZIRE or equivalent for 180 km x 12 hours**
- 3) AC DZIRE or equivalent for 300 km x 24 hours**

- 4) **Non AC DZIRE** or equivalent for **80 km x 8 hours**
- 5) **Non AC DZIRE** or equivalent for **180 km x 12 hours**
- 6) **Non AC DZIRE** or equivalent for **300 km x 24 hours**
- 7) **AC INNOVA** or equivalent for **80 km x 8 hours**
- 8) **AC INNOVA** or equivalent for **180 km x 12 hours**
- 9) **AC INNOVA** or equivalent for **300 km x 24 hours**
- 10) **AC BOLERO** or equivalent for **80 km x 8 hours**
- 11) **AC BOLERO** or equivalent for **180 km x 12 hours**
- 12) **AC BOLERO** or equivalent for **300 km x 24 hours**
- 13) **Non AC BOLERO** or equivalent for **80 km x 8 hours**
- 14) **Non AC BOLERO** or equivalent for **180 km x 12 hours**
- 15) **Non AC BOLERO** or equivalent for **300 km x 24 hours**
- 16) **AC HONDA CITY** or equivalent for **80 km x 8 hours**
- 17) **AC HONDA CITY** or equivalent for **180 km x 12 hours**
- 18) **AC HONDA CITY** or equivalent for **300 km x 24 hours**

**III. Option Clause:** The purchaser reserve the right to increase the ordered quantity by 25% in terms of period and value of contract at any time, till last date of the contract, by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period.

**IV. Taxes and Duties:-**Supplier shall be entirely responsible for all taxes, duties, fees, levies etc. incurred until delivery of the contracted goods/Services to SPMCIL. If the tenderer fails to include taxes and duties as per law of the land in the tender, no claim thereof will be considered by purchaser at a later stage.

**V. Tentative vehicle usage during the contract period is as under:**

<b>Sr. No.</b>	<b>Type of vehicle</b>	<b>Km Usage</b>
1	Dezire (AC) (80km x 8 Hrs)	6000
2	Dezire (AC) (180km x 12 Hrs)	10000
3	Dezire (AC) (300km x 24 Hrs)	18000
4	Dezire (Non-AC) (80km x 8 Hrs)	3000
5	Dezire (Non-AC) (180km x 12 Hrs)	6000
6	Dezire (Non-AC) (300km x 24 Hrs)	12000
7	Innova (AC) (80km x 8 Hrs)	5000
8	Innova (AC) (180km x 12 Hrs)	9000
9	Innova (AC) (300 km x 24 Hrs)	16000
10	Bolero (AC) (80km x 8 Hrs)	5000
11	Bolero (AC) (180km x 12 Hrs)	9000
12	Bolero (AC) (300 km x 24 Hrs)	16000
13	Bolero (Non-AC) (80km x 8 Hrs)	3000
14	Bolero (Non-AC) (180km x 12 Hrs)	6000
15	Bolero (Non-AC) (300 km x 24 Hrs)	14000
16	Honda City (AC) (80km x 8 Hrs)	3000
17	Honda City (AC) (180km x 12 Hrs)	6000

18	Honda City (AC) (300 km x 24 Hrs)	10000
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**Note:**

(1) The above mentioned details are for reference purpose only and to quote offer price on GeM. However, the actual usage may vary and may be less than above mentioned usage, but should not be more than above usage.

(2) Firm need to quote price keeping in view above mentioned usage and as per the mentioned variants only.

(3) For every one day usage payment for minimum (i) 80km x 8 Hrs, (ii) 180 km x 12 Hrs, (iii) 300 Km x 24 Hrs, whichever applicable, will be paid.

(4) Per kilometer price will be obtained on the basis of following mentioned formula:

**Per Km Rate= {(Prices quoted by firm for the particular schedule)/(Kms of the particular schedule as mentioned in above table)}**

**VI. Payment terms:** The payment will be made on monthly basis at actual usage as per applicable price through Bank on submission of Bills. Rate quoted by the Firm for each type of vehicle will be valid for a period of 01 year.

**(1) Detailed Payment Condition**

- a. The payment shall be made at actual Kilometer basis as per the financial quotes submitted by the Service Provider and accepted by the Buyer.
- b. No advance payment shall be made to the Service Provider.
- c. The price quoted shall cover all aspects of service delivery, it shall be inclusive of all consumables required to provide the service.
- d. Nonetheless, any charges borne by the Service Provider with respect to toll charges, parking fee or entry taxes shall be reimbursed on actual basis upon submission of proof of payment.

**(2) Payment Cycle**

- a. Payment shall be made once the Service Provider submits the invoice for the same as per the prescribed process flow.
- c. The Buyer shall make the payment within prescribed timelines as per the payment process flow upon submission of invoice, logbook and service feedback.

**(3) Payment Process**

- a. Payment shall be made only after submission of invoices, logbook, service feedback, non-submission of the same may lead to delay/ deduction in payment.
- b. All the penalties/ fine/ interest (if applicable) will be settled before making the payments. Service Provider shall not have any objection on the same.
- c. Payment will be made through bank transfer only, in no circumstance cash/ cheque payment will be made.

**VII. The terms and conditions, guidelines of SPMCIL Procurement Manual Version 2.0 will be applicable to this bid at any stage to avoid any conflict at later stage. Kindly refer GIT and GCC of SPMCIL Procurement Manual Version 2.0 for additional terms and conditions as per the links given below:**

**GIT:** <https://spmCIL.com/uploaddocument/GIT/new.pdf>

**GCC:** <https://spmCIL.com/uploaddocument/GCC/new.pdf>

**VIII. Check List:**

Sr. No.	Description	Submitted /Not Submitted
<b>1.</b>	Documentary evidence against submission of EMD.	
<b>2.</b>	Documentary evidence towards Experience as per <b>clause 'I(1)'</b> , mentioned under Buyer Added Bid Specific ATC	
<b>3.</b>	Documentary evidence towards Capability as per <b>clause 'I(2)'</b> , mentioned under Buyer Added Bid Specific ATC	

<b>4.</b>	Documentary evidence towards Financial Standings (Audited Balance sheet and Profit & Loss Account of Financial Year 2019-2020, 2020-2021 & 2021-2022 shall be submitted for evaluation) as per <b>clause 'I(3)'</b> , mentioned under Buyer Added Bid Specific ATC	
<b>5.</b>	PAN & GST Registration Certificate	
<b>6.</b>	Declaration of "Blacklisting" and "Agree to withdraw all deviations" on firm's Letter Head as per Clause ' <b>I(6) (c) and (d)</b> ' mentioned under Buyer Added Bid Specific ATC	
<b>7.</b>	Adherence to the Delivery Schedule on firm's Letter Head, as per <b>Clause 'II'</b> mentioned under Buyer Added Bid Specific ATC	
<b>8.</b>	Adherence to the Payment Terms on firm's Letter Head, as per <b>Clause 'VI'</b> mentioned under Buyer Added Bid Specific ATC	
<b>9.</b>	Adherence to <b>Scope of Work</b> as per bid document with sealed and signed by authorized signatory on bidders letter head.	
<b>10.</b>	Adherence to Service Level Agreement as per bid document with sealed and signed by authorized signatory on bidders letter head.	
<b>11.</b>	MSE certificate/ Start up certificate if claiming for exemption against experience and turnover criteria and EMD only.	
<b>12.</b>	Adherence to Buyer Added ATC.	

## 7. Past Project Experience

For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:

- Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
- Execution certificate by client with order value.
- Any other document in support of order execution like Third Party Inspection release note, etc.

## 8. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

## 9. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. 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 incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. 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. Also, GeM does not permit collection of Tender

fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

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

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.

**---Thank You---**