



Bid Number: GEM/2022/B/2825348

Dated: 07-12-2022

**Bid Document**

| <b>Bid Details</b>                                                           |                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bid End Date/Time</b>                                                     | 19-12-2022 12:00:00                                                                                                                                                                                                                                                                  |
| <b>Bid Opening Date/Time</b>                                                 | 19-12-2022 12:30:00                                                                                                                                                                                                                                                                  |
| <b>Bid Offer Validity (From End Date)</b>                                    | 90 (Days)                                                                                                                                                                                                                                                                            |
| <b>Ministry/State Name</b>                                                   | Ministry Of Communications                                                                                                                                                                                                                                                           |
| <b>Department Name</b>                                                       | Department Of Telecommunications (dot)                                                                                                                                                                                                                                               |
| <b>Organisation Name</b>                                                     | Centre For Development Of Telematics (c-dot)                                                                                                                                                                                                                                         |
| <b>Office Name</b>                                                           | Bangalore                                                                                                                                                                                                                                                                            |
| <b>Item Category</b>                                                         | Manpower Outsourcing Services - Fixed Remuneration - IT-Technical; IT Engineer; Graduate                                                                                                                                                                                             |
| <b>Contract Period</b>                                                       | 1 Year(s)                                                                                                                                                                                                                                                                            |
| <b>Years of Past Experience Required for same/similar service</b>            | 2 Year (s)                                                                                                                                                                                                                                                                           |
| <b>Past Experience of Similar Services required</b>                          | Yes                                                                                                                                                                                                                                                                                  |
| <b>MSE Exemption for Years Of Experience and Turnover</b>                    | Yes                                                                                                                                                                                                                                                                                  |
| <b>Startup Exemption for Years of Experience and Turnover</b>                | No                                                                                                                                                                                                                                                                                   |
| <b>Document required from seller</b>                                         | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Annual Turnover<br>*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>Type of Bid</b>                                                           | Two Packet Bid                                                                                                                                                                                                                                                                       |
| <b>Time allowed for Technical Clarifications during technical evaluation</b> | 2 Days                                                                                                                                                                                                                                                                               |
| <b>Evaluation Method</b>                                                     | Total value wise evaluation                                                                                                                                                                                                                                                          |

**EMD Detail**

|               |                     |
|---------------|---------------------|
| Advisory Bank | State Bank of India |
| EMD Amount    | 34229               |

**ePBG Detail**

|                                     |                     |
|-------------------------------------|---------------------|
| Advisory Bank                       | State Bank of India |
| ePBG Percentage(%)                  | 3.00                |
| Duration of ePBG required (Months). | 13                  |

(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:**

Manager Finance  
Bangalore, Department of Telecommunications (DOT), Centre for Development of Telematics (C-DOT), Ministry of Communications  
(Mr. M. Sampath Kumar)

**Splitting**

Bid splitting not applied.

**MSE Purchase Preference**

|                         |     |
|-------------------------|-----|
| MSE Purchase Preference | Yes |
|-------------------------|-----|

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. 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.

3. 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.

4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

**Additional Qualification/Data Required**

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:2**

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:2**

**Geographic Presence: Office registration certificate:**The requirement of Man power is for Two Locations. 2 nos., in Hyderabad and 1 no. in Bengaluru. Hence, the Bidder/s must have a full fledged office in Bengaluru and at Hyderabad.

**Scope of work & Job Description:**[1670393527.pdf](#)

**Manpower Outsourcing Services - Fixed Remuneration - IT-Technical; IT Engineer; Graduate ( 3 )**

**Technical Specifications**

| Specification             | Values                                                                         |
|---------------------------|--------------------------------------------------------------------------------|
| <b>Core</b>               |                                                                                |
| Type of Function          | IT-Technical                                                                   |
| List of Profiles          | IT Engineer                                                                    |
| Educational Qualification | Graduate                                                                       |
| Specialization            | Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech) |
| Post Graduation           | Not Required                                                                   |
| Specialization for PG     | Not Applicable                                                                 |
| Experience                | 0 to 3 Years                                                                   |
| State                     | NA                                                                             |
| District                  | NA                                                                             |
| Zipcode                   | NA                                                                             |
| <b>Addon(s)</b>           |                                                                                |

**Additional Specification Documents**

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**Consignees/Reporting Officer**

| S.No. | Consignee/Reporting Officer | Address | Number of Resources to be hired | Additional Requirement |
|-------|-----------------------------|---------|---------------------------------|------------------------|
|       |                             |         |                                 |                        |

| S.No. | Consignee/Reporting Officer | Address                         | Number of Resources to be hired | Additional Requirement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------|-----------------------------|---------------------------------|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | M Uma                       | 560100,Electronic city, Phase-1 | 3                               | <ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 40000</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• ESI (INR Monthly) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 0</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 12</li> </ul> |

## Buyer Added Bid Specific Terms and Conditions

### 1. 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.

### 2. Generic

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address CENTRE FOR DEVELOPMENT OF TELEMATICS - C-DOT ELECTRONIC CITY - PHASE - I HOSUR ROAD, BENGALURU - 560 100 KARNATAKA STATE.

### 3. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1) BIDDERS MAY PLEASE NOTE THAT OUT OF THE 3 NOS., OF MANPOWER REQUIRED, 2 NOS., ARE REQUIRED AT HYDERABAD AND 1 NO. AT BENGALURU.

2) ONLY BIDDERS WHO HAVE A FULL FLEDGED OFFICE BOTH AT BENGALURU AND AT HYDERABAD ARE ELIGIBLE TO BID FOR THIS REQUIREMENT. PROOF OF GEOGRAPHICAL LOCATION AT BOTH THE PLACES MUST BE ENCLOSED IN THE TECHNICAL BID. ELSE THE BID WILL BE REJECTED.

3) ADDRESS AT HYDERABAD WILL BE INTIMATED AT THE TIME OF FINALIZATION OF THE BID.

4) BIDDERS MAY PLEASE ENSURE TO RAISE INVOICE IN THE NAME OF THE CONSIGNEE - C-DOT ONLY.

5) PAYMENT WILL BE MADE ON MONTHLY BASIS SUBJECT TO SUBMISSION OF RELEVANT PROOFS LIKE PAYMENT OF SALARY, PF ESI. GST COMPLIANCE AND ALL OTHER STATUTORY PAYMENTS. ELSE PAYMENT WILL NOT BE MADE..

6) MSE / MSME CERTIFICATES AND PROOF OF GEOGRAPHICAL LOCATION MUST BE ENCLOSED IN THE TECHNICAL BID. ELSE THE BID WILL BE REJECTED.

7) RATE INDICATED IS EXCLUSIVE OF GST AND ANY OTHER STATUTORY CHARGES.

8) NUMBER OF MAN DAYS PER MONTH IS 22.

## 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---**