

### Bid Document

Bid Details	
Bid End Date/Time	18-12-2020 16:00:00
Bid Opening Date/Time	18-12-2020 16:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	70 (Days)
Ministry/State Name	Ministry Of Textiles
Department Name	Na
Organisation Name	National Institute Of Fashion Technology (nift) Head Office New Delhi
Office Name	Nift Campus Near Gulmohar Park Hauzkhas, New Delhi 110016
Item Category	Security Manpower Service - Ex-Serviceman Armed Security Guard , Security Manpower Service - Guard cum Driver , Security Manpower Service - Security Guard Female , Security Manpower Service - Security Guard Male , Security Manpower Service - Ex-Serviceman Security Supervisor , Security Manpower Service - Ex-Serviceman
Contract Period	12 Month(s)
Bidder Turnover (Last 3 Years)	29.02 Lakh (s)
Project Experience Required	Yes
MSE Exemption for Years Of Experience and Turnover	Yes
Startup Exemption for Years Of Experience and Turnover	Yes
Document required from seller	Certificate (Requested in ATC),OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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
Bid to RA enabled	No

#### EMD Detail

Advisory Bank	AXIS BANK LTD
EMD Percentage(%)	3.00
EMD Amount	290196

#### ePBG Detail

Advisory Bank	AXIS BANK LTD
ePBG Percentage(%)	10.00

Duration of ePBG required (Months).

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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

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

**Beneficiary:**

ASSISTANT DIRECTOR

National Institute of Fashion Technology (NIFT), Ministry of Textiles. NIFT Campus, Dharmashala, Kanool (P.O). Kannur, Kerala - 670 562  
(Nagaraj .t.r.)

**Splitting**

Bid splitting not applied.

1. Project experience: The Bidder must have executed at least one single order of 80% value of the Bid or 2 orders each of 50% value of the Bid or 3 orders each of 40% value of the Bid for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company

**Additional Required Data/Document(s)**

**Scope of Work:** [1607334651.pdf](#)

**Minimum Wage Bifurcation:** [1607334659.pdf](#)

**Security Manpower Service - Ex-Serviceman Armed Security Guard ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Category of Personnel	Ex-Serviceman Armed Security Guard
Working Days in a Week	7
<b>Addon(s)</b>	

**Additional Specification Documents**

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE,	1	<ul style="list-style-type: none"><li>• Number of Service Days in a Month : 30</li><li>• Minimum Wage per Shift (Including PF,</li></ul>

MANGATTUPARAMBA, KANNUR -  
670562 KERALA

ESI, EDLI, PF Admin  
Charges and other  
Allowances if any) in  
INR : 903.26

### Security Manpower Service - Guard Cum Driver ( 3 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Category of Personnel	Guard cum Driver
Working Days in a Week	7
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE, MANGATTUPARAMBA, KANNUR - 670562 KERALA	3	<ul style="list-style-type: none"><li>• Number of Service Days in a Month : 30</li><li>• Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 821.89</li></ul>

### Security Manpower Service - Security Guard Female ( 9 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Category of Personnel	Security Guard Female
Working Days in a Week	7
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
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1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE, MANGATTUPARAMBA, KANNUR - 670562 KERALA	9	<ul style="list-style-type: none"> <li>Number of Service Days in a Month : 30</li> <li>Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 821.89</li> </ul>
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### Security Manpower Service - Security Guard Male ( 6 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Category of Personnel	Security Guard Male
Working Days in a Week	Event Based
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE, MANGATTUPARAMBA, KANNUR - 670562 KERALA	6	<ul style="list-style-type: none"> <li>Number of Service Days in a Month : 8</li> <li>Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 821.89</li> </ul>

### Security Manpower Service - Ex-Serviceman Security Supervisor ( 2 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Category of Personnel	Ex-Serviceman Security Supervisor
Working Days in a Week	7
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above	Additional Requirement
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			mentioned technical specification	
1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE, MANGATTUPARAMBA, KANNUR - 670562 KERALA	2	<ul style="list-style-type: none"> <li>Number of Service Days in a Month : 30</li> <li>Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 903.26</li> </ul>

### Security Manpower Service - Ex-Serviceman ( 10 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Category of Personnel	Ex-Serviceman
Working Days in a Week	5
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE, MANGATTUPARAMBA, KANNUR - 670562 KERALA	10	<ul style="list-style-type: none"> <li>Number of Service Days in a Month : 22</li> <li>Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 821.89</li> </ul>

### Security Manpower Service - Security Guard Female ( 3 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Category of Personnel	Security Guard Female
Working Days in a Week	7
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Nagaraj .T.R.	670562,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT CAMPUS, DHARMASALA, OPP. GOVT. ENGINEERING COLLEGE, MANGATTUPARAMBA, KANNUR - 670562 KERALA	3	<ul style="list-style-type: none"> <li>• Number of Service Days in a Month : 30</li> <li>• Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 821.89</li> </ul>

### Bid Specific Additional Terms and Conditions

1. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
2. Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).
3. OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent 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.
4. Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.
  - 5.1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
  2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
  3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.
6. While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.
7. 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.
8. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
9. The Service Provider is required to have at least 10 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.
10. 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.
11. 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.
12. Bidders can also submit the EMD with Account Payee Demand Draft in favour of THE DIRECTOR, National Institute of Fashion Technology payable at Kannur, Kerala. 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.
13. Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name National Institute of Fashion Technology Account No. 361702050000123 IFSC Code UBIN0536172 Bank Name Union Bank of India Branch address Fort Road, Cannanore - 670001. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.
14. **End User Certificate:** Wherever Bidders are insisting for End User Certificate from the Buyer, same shall be provided in Buyer's standard format only.
15. For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:
  - a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
  - b. Execution certificate by client with order value.
  - c. Any other document in support of order execution like Third Party Inspection release note, etc.
16. **NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.
17. 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 THE DIRECTOR, National

Institute of Fashion Technology, Kannur, Kerala 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.

18. Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name National Institute of Fashion Technology, Kannur Account No. 361702050000123 IFSC Code UBIN0536172 Bank Name Union Bank of India Branch address Fort Road, Cannanore - 670001. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.
19. **Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

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---