



कर्मचारी भविष्य निधि संगठन

Employees' Provident Fund Organization



श्रम एवं रोजगार मंत्रालय, भारत सरकार / Ministry of Labour & Employment, Govt. of India

क्षेत्रीय कार्यालय / Regional Office

ब्ल्यूचिप कमर्शियल कॉम्प्लेक्स / Blue Chip Commercial Complex

दूसरा एवं तीसरा तल / 2nd & 3rd floor

पाँच बत्ती, सेवाश्रम रोड, भरुच 392001 / Panch Batti, Sewashram Road, Bharuch 392001

No. :- EPFO/RO/BRH/CT/STORE/ 43

Date : 05/11/2020

गृह व्यवस्था / सुरक्षा कर्मचारी एवं वाहन मुहैया करवाने संबंधी निविदा

Tender for supply of Housekeeping/ Security staff and Vehicle

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, भरुच, श्रम एवं रोजगार मंत्रालय, भारत सरकार प्रतिष्ठित व भरोसेमंद सेवा प्रदानकारी एजेंसियों से क्षेत्रीय कार्यालय, भरुच के गृह व्यवस्था / सुरक्षा कर्मचारी एवं वाहन मुहैया करवाने के लिए मुहरबंद निविदा आमंत्रित करते हैं।

इच्छुक एजेंसी निविदा संबंधी कागजात व ब्योरे के लिए Government e-Market (GeM) से डाउनलोड किया जा सकता है।

Regional Office, Bharuch, Employees' Provident Fund Organisation, Ministry of Labour & Employment, Govt. of India invites sealed tenders for supply of Housekeeping/ security staff and Vehicle for Regional Office, Bharuch from reputed and reliable service agencies.

Interested agency may be downloaded from government e-market (GeM) for tender related documents and details.

निविदा की सूची/ Schedule of Tender

निविदा प्रपत्र GeM पर जारी करने की तिथि/ Date of Publication on GeM	19-12-2020
निविदा खोले जाने की तिथि व समय/Date & time of tender opening event	19-12-2020 19:30:00

इच्छुक और पात्र कम्पनी/फर्म/एजेंसी अपने पूर्ण रूप से भरे हुए निविदा, अपने अपेक्षित दस्तावेज के साथ इसे Government e Market (GeM) पर जमा कर सकते हैं।

The interested and eligible Company/ Firm/Agency may upload online their tender document on Government-e-Market Place (GeM) completed in all respect.

यह कार्यालय, निविदा में संशोधन किसी एक या सभी निविदा को अस्वीकार करने का अधिकार सुरक्षित रखता है। इस सम्बन्ध में क्षेत्रीय भविष्य निधि आयुक्त - I, क्षेत्रीय कार्यालय, भरुच का निर्णय अंतिम और सभी पर बाध्यकारी होगा।

This office, reserves the right to amend/withdraw any of the terms and conditions in the Tender Document (as well as GeM tender) to reject any or all tenders without giving any notice or assigning any reason. The decision of the Regional P.F. Commissioner- I, RO, Bharuch in this regard shall be final and binding on all.

Sd/-

Regional P.F Commissioner
Regional Office, Bharuch

Bid Document

Bid Details	
Bid End Date/Time	19-12-2020 20:00:00
Bid Opening Date/Time	19-12-2020 20:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Labour And Employment
Department Name	Na
Organisation Name	Employees Provident Fund Organisation (epfo)
Office Name	Regional Office, Bharuch
Item Category	Human Resource Outsourcing Service
Contract Period	1 Year(s)
Bidder Turnover (Last 3 Years)	3.26 Lakh (s)
Project Experience Required	Yes
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Bid to RA enabled	No

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	5.00
EMD Amount	54362

ePBG Detail

Required	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

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

Beneficiary:

APFC
Regional Office, Bharuch, NA, Employees Provident Fund Organisation (EPFO), Ministry of Labour and Employment
(Sumer Ratnoo)

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

Human Resource Outsourcing Service (3)

Technical Specifications

Specification	Values
Core	
Category of Service	Cleaning Staff Female
Experience (in Years)	0-3
Number Of Working Days in Week	6
Qualifications	Under Matriculate
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Resources of above mentioned technical specification	Additional Requirement
1	Sumer Ratnoo	392001,2nd &3rd Floor, Blue Chip Commercial Complex, Near Panch Batti, Sevashram Road, Bharuch	3	<ul style="list-style-type: none">Minimum Wage Per Day (Including ESI,PF,ELDI, PF Admin Charge,other components) in INR Exclusive of GST : 492.11Number of Service Days in a Month : 26

Human Resource Outsourcing Service (3)

Technical Specifications

Specification	Values
Core	
Category of Service	Multi-tasking Staff
Experience (in Years)	0-3
Number Of Working Days in Week	6
Qualifications	Under Matriculate
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Resources of above mentioned technical specification	Additional Requirement
1	Sumer Ratnoo	392001,2nd &3rd Floor, Blue Chip Commercial Complex, Near Panch Batti, Sevashram Road, Bharuch	3	<ul style="list-style-type: none">• Minimum Wage Per Day (Including ESI,PF,ELDI, PF Admin Charge,other components) in INR Exclusive of GST : 492.11• Number of Service Days in a Month : 26

Bid Specific Additional Terms and Conditions

- 1.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.
- 2.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.
- 3.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.
- 4.ISO 9001: The bidder must have ISO 9001 certification.
- 5.Material Test Certificate Should Be Sent Along with The Supply. The Material Will Be Checked by Buyer's Lab & the Results of the Lab will be the Sole Criteria for Acceptance of the Item.
- 6.AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
- 7.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.

This Bid is governed by the [General Terms and Conditions](#), conditons 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.

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Bid Document

Bid Details	
Bid End Date/Time	19-12-2020 19:00:00
Bid Opening Date/Time	19-12-2020 19:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Labour And Employment
Department Name	Na
Organisation Name	Employees Provident Fund Organisation (epfo)
Office Name	Regional Office, Bharuch
Item Category	Security Manpower Service - Security Guard Male
Contract Period	1 Year(s)
Bidder Turnover (Last 3 Years)	3.54 Lakh (s)
Project Experience Required	No
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Bid to RA enabled	No

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	5.00
EMD Amount	59053

ePBG Detail

Required	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

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

Beneficiary:

APFC
Regional Office, Bharuch, NA, Employees Provident Fund Organisation (EPFO), Ministry of Labour and Employment
(Sumer Ratnoo)

Splitting

Bid splitting not applied.

Security Manpower Service - Security Guard Male (4)

Technical Specifications

Specification	Values
Core	
Category of Personnel	Security Guard Male
Working Days in a Week	7
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Sumer Ratnoo	392001,2nd &3rd Floor, Blue Chip Commercial Complex, Near Panch Batti, Sevashram Road, Bharuch	4	<ul style="list-style-type: none">• Number of Service Days in a Month : 30• Minimum Wage per Shift (Including PF, ESI, EDLI, PF Admin Charges and other Allowances if any) in INR : 694.95

Bid Specific Additional Terms and Conditions

- 1.**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.
- 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.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.
- 4.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.
- 5.**NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.
- 6.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.
- 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.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.

This Bid is governed by the [General Terms and Conditions](#), conditons 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.

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Bid Document

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Bid Opening Date/Time	19-12-2020 20:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Labour And Employment
Department Name	Na
Organisation Name	Employees Provident Fund Organisation (epfo)
Office Name	Regional Office, Bharuch
Item Category	Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2300; Local 24*7
Contract Period	1 Year(s)
Project Experience Required	No
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Bid to RA enabled	No
Estimated Bid Value	504000

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	5.00
EMD Amount	25200

ePBG Detail

Required	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

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Beneficiary:

APFC
Regional Office, Bharuch, NA, Employees Provident Fund Organisation (EPFO), Ministry of Labour and Employment (Sumer Ratnoo)

Splitting

Bid splitting not applied.

Additional Required Data/Document(s)

Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2300; Local 24*7 (1)

Technical Specifications

Specification	Values
Core	
Vehicle Type	Premium Sedan
Type of car (Please select at least 3 options)	Maruti Suzuki Ciaz , Honda City , Hyundai Verna
Usage Variant	2300
Type of Service	Local 24*7
Year of Vehicle Model	2020
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	A/C
The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/ State Government/ Public Sector Undertaking/ Regulatory Authority of India at the time of submission of this bid	Yes
Addon(s)	
Outstation night charges applicable	No

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of Vehicle(s)	Additional Requirement
1	Sumer Ratnoo	392001,2nd &3rd Floor, Blue Chip Commercial Complex, Near Panch Batti, Sevashram Road, Bharuch	1	• Duration in Months : 12

Bid Specific Additional Terms and Conditions

- 1.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.
- 2.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.

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