



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/4942675  
Dated/दिनांक : 27-05-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	06-06-2024 12:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	06-06-2024 12:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Finance
Department Name/विभाग का नाम	Department Of Economic Affairs
Organisation Name/संगठन का नाम	Security Printing And Minting Corporation Of India Limited (spmci)
Office Name/कार्यालय का नाम	Janpath
Item Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Skilled; Admin; Data Entry Operator , Manpower Outsourcing Services - Minimum wage - Skilled; Others; Mazdoor/Labour , Manpower Outsourcing Services - Minimum wage - Skilled; Others; Cook , Manpower Outsourcing Services - Minimum wage - Unskilled; Others; Housekeeping and Gardening
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	83 Lakh (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/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (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 Details/बिड विवरण</b>	
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Single 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>	20639060
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes

**EMD Detail/ईएमडी विवरण**

Required/आवश्यकता	No
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**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	Indusind bank
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). 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 :**

CHIEF GENERAL MANAGER  
IDA Phase-II, Cherlapally, Hyderabad-500051, Telangana, India  
(India Government Mint, Hyderabad)

**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**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

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. 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.  
[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.
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**

**Geographic Presence: Office registration certificate:**The firm should have an office located in the state of Telangana. Documentary evidence to be submitted.

**Scope of work & Job description:**[1715683618.pdf](#)

**Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:**[1715683841.pdf](#)

**Manpower Outsourcing Services - Minimum Wage - Skilled; Admin; Data Entry Operator ( 13 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled
Type of Function	Admin
List of Profiles	Data Entry Operator
Educational Qualification	Graduate
Specialization	As per requirement
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Designation	Data Entry Operators
Title for Optional Allowances 1	nil
Title for Optional Allowances 2	nil
Title for Optional Allowances 3	nil

**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	Pilla Appalaraju	500051,India Govt Mint, IDA, Phase-II Cherapally, (R.R district) Hyderabad , Telangana	13	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 948</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 0</li> <li>• EPF Admin Charge (INR per day) : 0</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 30.81</li> <li>• Provident Fund (INR per day) : 123.24</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Skilled; Others; Mazdoor/Labour ( 5 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled
Type of Function	Others

Specification	Values
List of Profiles	Mazdoor/Labour
Educational Qualification	ITI
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	
Title for Optional Allowances 2	
Designation	Skilled Helpers

**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	Pilla Appalaraju	500051,India Govt Mint, IDA, Phase-II Cherapally, (R.R district) Hyderabad , Telangana	5	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 948</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 0</li> <li>• EPF Admin Charge (INR per day) : 0</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 30.81</li> <li>• Provident Fund (INR per day) : 123.24</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

### Manpower Outsourcing Services - Minimum Wage - Skilled; Others; Cook ( 5 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Skill Category	Skilled
Type of Function	Others
List of Profiles	Cook

Specification	Values
Educational Qualification	Secondary School
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Designation	Cook & Caretaker

**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	Pilla Appalaraju	500051,India Govt Mint, IDA, Phase-II Cherapally, (R.R district) Hyderabad , Telangana	5	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 948</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 0</li> <li>• EPF Admin Charge (INR per day) : 0</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 30.81</li> <li>• Provident Fund (INR per day) : 123.24</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Unskilled; Others; Housekeeping And Gardening ( 32 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Unskilled
Type of Function	Others

Specification	Values
List of Profiles	Housekeeping and Gardening
Educational Qualification	8th pass
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	
Designation	Housekeeper & Gardener

**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	Pilla Appalaraju	500051,India Govt Mint, IDA, Phase-II Cherapally, (R.R district) Hyderabad , Telangana	32	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 778</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 0</li> <li>• EPF Admin Charge (INR per day) : 0</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 25.29</li> <li>• Provident Fund (INR per day) : 101.14</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</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. 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

India Government Mint, Hyderabad(A unit of SPMCIL)  
payable at  
Hyderabad

. 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.

### 3. **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

India Government Mint, Hyderabad(A unit of SPMCIL)  
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.

### 4. **Forms of EMD and PBG**

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

INDIA GOVERNMENT MINT (A UNIT OF SPMCIL) -COLLECTION A/C  
Account No.  
201003484303  
IFSC Code  
INDB0000004  
Bank Name  
INDUSIND BANK  
Branch address  
0004 - HYDERABAD

. 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.

### 5. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

#### **Buyer ATC**

#### **A. ELIGIBILITY CRITERIA**

##### **1. Experience & Past performance :**

The bidder should have experience of having successfully supplied the manpower services of 8030 man-days in any one of the last five years ending on 31.03.2023.

##### **2. Capacity & Capability:**

The bidder must have annual capacity & capability to provide at least 22 nos. of manpower in a ye arS

##### **3. Financial Standing :**

- a) The average annual turnover of the bidder during the last three years, ending on 31 .03.2023, should be at least **₹ 82.55 lakhs** as per the annual report (audited balance sheet and profit & loss account statement) duly authenticated by a Chartered Accountant/ Cost Accountant.

- b) i. The net worth of the Bidder should not be negative as on 31.03.2023 and also  
 ii. Should not have eroded by more than 30% in the last three financial years ending on 31.03.2023.

**Note: i.** Firms should submit CA certified balance sheets and profit & loss account for the last three FY (2020-21, 2021-22 & 2022-23) to fulfill Financial Standing.

Availability of office of service provider: An office of the service provider must be located in the state of consignee & documentary evidence is to be submitted.

5. The Bidder should be registered / Enlisted Labour Contractor with Labour Department of state/central government and copies of valid certificates are to be enclosed.
6. The firm should have valid registration under EPF, ESI, GST and the copies of certificates should be enclosed with tender document.

## **B. SCOPE OF WORK**

SL.No.	Category of Manpower	No. of Manpower	Essential Qualification	Scope of Work
1.	Skilled (DEO's)	13	Degree in any subject from a recognized university plus knowledge in English/Hindi typing on computer with 40 wpm/30 wpm  Respectively.	Data Entry work in different sections of office Bills/purchase/Accounts/Administration/HR/Factory and other office works instructed by the management. Any other work assigned by the management of IGMH.
2.	Skilled(Technical support)	5	SSC and ITI pass from a Government Recognized institution in the trades of Electrical/Fitter/Electronics/Millwright/Fork lift or Driver/Plumber/Mechanical/Civil etc.	The candidate should work in different sections of I.G Mint and shall provide technical assistance as per the requirement of the IGMH management.
4.	Skilled (Cook)	03	10 <sup>th</sup> pass & 5 years of experience as cook	Preparation of food (Lunch), tea, breakfast, chapatti, snacks for IGMH canteen.

5.	Skilled(Attendant/ Cook)	02	10 <sup>th</sup> pass & knowledge of housekeeping/hospitality services & 5 years of experience as cook	He candidate will work as caretaker for the guest house. He/She should maintain the Guest house and premises neat & clean. Arrangement of necessary items to guests staying there & Preparation of food (incl. North Indian, South Indian, Chinese), tea, snacks etc. as per requirement of guests and other work assigned by the IGMH Management.
6.	Unskilled	32	08 <sup>th</sup> pass	<ol style="list-style-type: none"> <li>1. Housekeeping &amp; cleanliness in factory &amp; admin building and Township Areas:</li> <li>2. Daily cleaning of all urinals, toilets by using cleaning agents in factory &amp; admin building.</li> <li>3. Putting Naphthalene balls in urinals twice a week.</li> <li>4. Brooming and mopping in all</li> </ol>

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- i. The actual deployment will be based on the day to day requirement. The authorities of IGMH shall from time to time notify the requirement subject to the overall requirement of 55 numbers of manpower. The requirement may be reduced as per actual requirement.
- ii. The employees engaged by the Contractor should attend the duty in Day and Night Shifts as required by Mint.
- iii. The contractor has to pay to its employees not less than the minimum mandatory rates per month in accordance with the Minimum Wages fixed by RLC (Central) Hyderabad/CLC(NEW DELHI).
- iv. The minimum wages as revised by RLC (Hyderabad)/CLC(NEW DELHI) from time to time will be paid by Mint and the same has to be passed to the concerned employees. A record of that should be kept in a register, which may be made available for examination to the Institute/ Govt. agencies/ authorities as and when demanded.
- v. The Contractor shall be fully responsible for payment of (not less than minimum wages), P.F. contributions, Bonus or any other benefits under various Labour Laws/Acts applicable to him and or to the personnel employed by him.

- vi. The Contractor shall comply with all Labour laws and other laws/statutory regulations applicable to it and/or the personnel to be employed by it but not limited to the Minimum Wages Act, Contract Labour (Regulation and Abolition) Act, Payment of Wages Act, Employees Provident Fund and Miscellaneous Provisions Act, 1952, ESI Act, Payment of Bonus Act etc. from time to time and take such steps as may be deemed necessary in this regard. Further, after repealment of the old laws and effect is given to the new 04 Labour Codes, the same are applicable.
- vii. The Contractor shall be fully responsible for making any goods losses, sustained by IGM, Hyderabad by way of theft/burglary, fire damages of any kind to the premises or any other mischievous deed on the part of its employees.
- viii. The personnel of the Contractor shall not enter into any unlawful activity within the IGM, Hyderabad's premises and shall have good moral character.
- ix. The Contractor shall get the antecedent of its personnel verified by the Police and the certificate to that effect should be submitted before their deployment at the IGM, Hyderabad. The PVC Certificates shall be submitted again after a period of 12 months after initial submission. The Contractor shall also submit the names, present and permanent residential addresses and two copies of their passport size photographs to IGM, Hyderabad.
- x. The Contractor shall have his staff examined and medically checked prior to their deployment. Any person found medically unfit shall not be deployed.
- xi. The working hours of the Mint in the General Shift shall be 09.00 AM to 05.30 PM with half an hour lunch break from 1.00 PM to 01.30 PM. However, the working hours of the labours engaged will be 8 hours per day with half an hour lunch break. The working hours will be decided by Mint management as per the convenience of factory and may be changed at the discretion of the Mint from time to time. In case of urgency/ emergency, the labour can be deployed beyond normal duty hours, which shall be compensated through compensatory leave. Working Hours of other shifts are as notified from time to time based on the requirement.
- xii. In case of labour disputes for non-payment of minimum wages to the workers or any other disputes, the payment due to the contractor can be withheld till settlement of the disputes by the Mint or on the orders of the court of law.
- xiii. The contractor shall have to engage the required number of workers and in case required number is not available on any day, the contract amount will be reduced proportionately, from the monthly payment.
- xiv. The contractor shall maintain a daily attendance register including the number and names of the workers engaged in the campus/premises for works as per scope of the contract.
- xv. The Contractor Shall hold Contract Labour License in the State of Telangana as per the Contract Labour Act, 1970.
- xvi. The Manpower Supplied have to be in good physical condition and age shall be as follows:
  - v DEO's(skilled) - 21-50 years

- v Cooks(skilled) – 21 to 50 yaers
- v Technical Manpower(ITI skilled) – 18 to 45 years
- v Housekeeping & sanitation(unskilled) – 21 to 50 years

Payment Terms: Payment shall be made on monthly basis within 15 days on submission of monthly bills alongwith all necessary documents.

General Instruction to Tenderer(GIT):

<file:///C:/Users/v.kiran%20kumar/Desktop/GIT%20ver-3.pdf>

B. General Conditions of Contract GCC):

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

## 6. 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.

## 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---