

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	17-07-2025 16:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	17-07-2025 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Finance
विभाग का नाम / Department Name	Department Of Economic Affairs
संगठन का नाम / Organisation Name	Security Printing And Minting Corporation Of India Limited (spmcl)
कार्यालय का नाम / Office Name	3rd Floor Tower G World Trade Centre Nauroji Nagar
वस्तु श्रेणी / Item Category	Customized AMC/CMC for Pre-owned Products - Forklift And Stacker; Godrej; Annual Maintenance Contract (AMC); Quarterly; No
अनुबंध अवधि / Contract Period	1 Year(s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Certificate (Requested in ATC), OEM Authorization Certificate *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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड से रिवर्स नीलामी सक्रिय किया / Bid to RA enabled	No
बिड का प्रकार / Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / Time allowed for Technical Clarifications during technical evaluation	2 Days

बिड विवरण/Bid Details	
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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विभाजन/Splitting

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover, shall upload the supporting documents to prove his eligibility for exemption.
3. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
4. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall

upload the supporting documents to prove his eligibility for exemption.

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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [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. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work:[1749896400.pdf](#)

Special Terms and Conditions/Penalty/Payment Terms pertaining to the Bid/Contract:[1749896413.pdf](#)

Product/Equipment Details:[1749896425.pdf](#)

Financial Breakup Required:[1749896511.pdf](#)

Customized AMC/CMC For Pre-owned Products - Forklift And Stacker; Godrej; Annual Maintenance Contract (AMC); Quarterly; No (4)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Product category	Forklift And Stacker
Product Brand	Godrej
Type of service	Annual Maintenance Contract (AMC)
Preventive Maintenance Frequency	Quarterly
Manpower Required	No
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Quantity of product/equipment	अतिरिक्त आवश्यकता /Additional Requirement
1	Gaurav Singh	500051,India Govt Mint, IDA, Phase-II Cherapally, (R.R district) Hyderabad , Telangana	4	<ul style="list-style-type: none"> Number of months within the contract period for which service is required : 12

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

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. Generic

Manufacturer Authorization:Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

3. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

I. Scope of Work for AMC of Forklift & Stacker

- Electrical Forklift Specification: Make: Godrej

Model No- GX200E Capacity - 2 tons

Year of Manufacturing - 2016 Serial No- 75603

- Electrical Forklift Specification: Make: Godrej

Model No- GX200E Capacity - 2 tons

Year of Manufacturing - 2016 Serial No- 75600

- Electrical Stacker Model No- ESW1543 Capacity 1.5 tons

Year of Manufacturing - 2017 Serial No. - SS D17010249

- Electrical Stacker Model No- ESW

1543 Capacity 1.
5 tons

Year of Manufacturing - 2017 Serial No. - SS
D17010250

A. Scope of Preventive Work:

- i. Check the brake fluid level in Brake oil container provided on the cowl.
- ii. Brake and inching pedal should be checked for free travel.
- iii. Check hydraulic tank breather to be sure that it is not dirty or clogged with foreign matter. Replace breather if dirty.
- iv. Check lift and tilt cylinders for drift, leakage at packing's, damage and security of mounting.
- v. Adjust the lift chains if needed.
- vi. Inspect Lift Carriage for damage and bent forks etc.
- vii. Check the parking brake, fully apply brake by moving brake lever from full forward to full rear position. Cable tension should be strong enough so that the lever hesitates or remains in a vertical position before continuing on as the lever passes through centre position to full rear position.
 - viii. Check contactor tips. Clean or replace if necessary.
- ix. Check the battery, the electrolyte should be at the proper level. Check the specific gravity. Make sure that all the connections are tight.
- x. Check & repair functioning of the Horn, Break and Safety Switch, operating control switches, handle.
- xi. Check & repair Electrical system, clean by air or brush. Clean and dry contactors.
- xii. Check for wear and tear of motor brushes. Clean the brushes.
- xiii. Check level of Hydraulic oil and operate the carriage and check for any Leakage in the system and repair it.
- xiv. Check & repair movement of guide plate, wear on roller and grease.
- xv. Check & repair setting of roller and adjust as necessary.
- xvi. Check wear on wheels and condition of bearings.
- xvii. Lubricate all moving parts.
- xviii. Tighten all bolts fasteners, electrical connections, Check for performance of all safety device.
- xix. Check the mast stop for wear and tear. Clean the mast profile. Check for damages. Grease the roller tracks.
- xx. Check the steering and make the adjustment if required.
- xxi. Check commutator for damage wear and tear if dirty blow out dust.
- xxii. Carry out "Hydraulic System Checks".
- xxiii. Check Lift Carriage and Upright Roller adjustment.
- xxiv. Check motor brush and change if necessary.

B. Specific Terms and Conditions:

- i. Service will be done as per our requirements.
- ii. All types of repairs (whenever & wherever required) party should attend.
- iii. Man power, tools and tackles are to be provided by the party/firm.
- iv. The Contractor shall carry out preventive maintenance of all forklifts under the AMC as per the scope of Preventive work and as per Operation manual of Electrical Forklift.
- v. I.G Mint, Hyderabad authorities are to be informed by the contractor as soon as any accident occurs.
- vi. Compensation to the family on account of death of any labourer employed by the contractor/ vendor will be the sole liability of the contractor/vendor.
- vii. The contractor shall ensure that the labour employed by the contractor abides by all security regulations imposed by the India Government Mint, Hyderabad and does not in any manner compromise security of IG Mint, Hyderabad property/area.
- viii. All the contractors are to strictly abide with Telangana Pollution Control norms to avoid pollution in the IG Mint, Hyderabad. Contractor will be liable for all the labour acts / laws as applicable and relevant like ESI etc.
- ix. The work will not be considered complete and taken over unless the user department has issued Job Completion Certificate.
- x. Damages to Govt. Property: Contractor are liable to pay for damages caused to the Government property on account of negligence by your staff.
- xi. Routines & Periodic Maintenance: The routines & periodic Maintenance that are required to be carried out on the above forklifts. The firm is required to carry out the periodic maintenance routines for all the above forklifts. The firm is also to adhere to the time frame as specified. The firm should have qualified and experienced trained personnel for carrying out the complete routine maintenance, breakdown maintenance major overhaul of all the forklifts under AMC above.
- xii. Breakdown Repairs & Overhaul of the Forklifts: The firm is to attend all the repairs / break down defects immediately on intimation by the user department. Similarly the firm is also required to carry out overhaul of the Forklifts as well defects would be intimated either telephonically or to the firm's representative present at the work site.

All emergent breakdown repairs and major overhauls of the forklifts shall be carried out by the firm as well with the manpower thus positioned as indicated above. The details of repairs carried out are to be entered in the logbook and signature of IG Mint, Hyderabad is to be obtained for every defect on completion of the repair.
- xiii. Payment on Actual: Service charges will be paid for only running Forklifts. If any Forklift is not in operation i.e. under breakdown for long period (one month), in that case no payment (service charges) will be paid for that Forklift for those months.
- xiv. For Spare Parts: Firm has to inform IGMH for required spare parts including Part no. and accordingly spare parts will be purchased by IGMH as and when required basis.
- xv. Every visit has to provide the service report duly signed by the representative/competent authority of I.G Mint, Hyderabad.
 - xvi. The firm has to visit quarterly for maintenance/service of each equipment.

C. IGMH Scope:-

- i. Spare parts required for any normal routine maintenance or any breakdown maintenance is in IGMH scope. The service engineer will recommend a list of spares for replacement, the same shall be provided by IGMH at the time of requirement.
- ii. Necessary lifting facility required at site is in IGMH scope.

- iii. Consumables, Lubricants and cleaning materials are provided by IGMH.

Note:

- i. The firm must be expertise in maintenance of Electrical Forklifts & Stacker of Godrej and should produce certificate of expertise in maintenance of Godrej Material handling equipment from any Public Sector Unit or Govt. Sector.
- ii. The firm must attend the breakdown maintenance within 24 hours. In addition to breakdown maintenance the firm have to provide quarterly preventive maintenance for each equipment separately.
 - iii. The firm must submit the report copy of Service report to the section Engineer.
 - iv. The firm must follow the standard security procedure of the Mint.
 - v. The Firm must supply list of Spares for AMC of Forklift and Stacker.

4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

I. Eligibility Criteria:

- 1. The bidder should have capacity & capability to provide the tendered services. The bidder should submit documentary evidence to fulfill the same.
- 2. The bidder should submit the signed & stamped copy of bid document as a token of acceptance of all the terms & condition of the tender such as scope of work, SLA, contract period, payment terms and all other terms & conditions of the tender.

II. Payment Terms: Payment shall be made (within 30 days) on quarterly basis after each visit and submission of bills and approval from competent authority.

III. The bidder should submit the price schedule duly filled, signed & stamped.

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5. 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.**

अस्वीकरण/Disclaimer

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.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

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.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/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 सामान्य नियम और शर्तें/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.

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।/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.

---धन्यवाद/Thank You---