



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/4784855
Dated/दिनांक : 15-03-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	05-04-2024 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	05-04-2024 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Science And Technology
Department Name/विभाग का नाम	Department Of Science And Technology (dst)
Organisation Name/संगठन का नाम	Sree Chitra Tirunal Institute For Medical Sciences And Technology (sctimst)
Office Name/कार्यालय का नाम	Thiruvananthapuram
Item Category/मद केटगरी	Cleaning, Sanitation and Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, dusting); Indoor , Cleaning, Sanitation and Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, dusting); Outdoor
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)	113 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (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

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),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/बिड से रिवर्स नीलामी सक्रिय किया	Yes
RA Qualification Rule	H1-Highest Priced Bid Elimination
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	5670000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	141750

ePBG Detail/ईपीबीजी विवरण

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

(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./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). 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 :

DIRECTOR, SCTIMST

Thiruvananthapuram, Department of Science and Technology (DST), Sree Chitra Tirunal Institute for Medical Sciences and Technology (SCTIMST), Ministry of Science and Technology (Director, Sctimst)

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
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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. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (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.
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 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.
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.
7. 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.

8. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.
- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Geographical presence: Registered Office or one of the Branch Offices at X locations The Agency should have a functional office in Thiruvananthapuram. Documentary evidence of the same should be submitted along with the technical bid.

Scope of Work for the Service: [1710492530.pdf](#)

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Indoor (1439)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Indoor
Area Inclusions	Hospital Indoor Area
Floor Type	Normal Stone/Ceramic tile/Cemented Floor
Type of Cycle	Daily
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	1439	<ul style="list-style-type: none"> • Frequency in each cycle : 4 • Number of working days in a month : 30 • Number of cycles during Contract Period : 360

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Indoor (4886)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Indoor
Area Inclusions	Hospital Indoor Area
Floor Type	Normal Stone/Ceramic tile/Cemented Floor
Type of Cycle	Daily
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	4886	<ul style="list-style-type: none"> • Frequency in each cycle : 1 • Number of working days in a month : 30 • Number of cycles during Contract Period : 360

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Indoor (771)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Indoor
Area Inclusions	Hospital Indoor Area
Floor Type	Normal Stone/Ceramic tile/Cemented Floor
Type of Cycle	Daily
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	771	<ul style="list-style-type: none"> • Frequency in each cycle : 3 • Number of working days in a month : 30 • Number of cycles during Contract Period : 360

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Indoor (4122)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Indoor
Area Inclusions	Hospital Indoor Area
Floor Type	Normal Stone/Ceramic tile/Cemented Floor
Type of Cycle	Daily
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	4122	<ul style="list-style-type: none"> • Frequency in each cycle : 2 • Number of working days in a month : 30 • Number of cycles during Contract Period : 360

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Outdoor (1895)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Outdoor
Area Inclusions	Building exterior
Floor Type	Not Applicable
Type of Cycle	Monthly
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	1895	<ul style="list-style-type: none"> • Frequency in each cycle : 1 • Number of working days in a month : 1 • Number of cycles during Contract Period : 12

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Outdoor (2595)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Outdoor
Area Inclusions	Hospital surroundings
Floor Type	Not Applicable
Type of Cycle	Daily
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	2595	<ul style="list-style-type: none"> • Frequency in each cycle : 1 • Number of working days in a month : 30 • Number of cycles during Contract Period : 360

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Indoor (522)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Indoor
Area Inclusions	Hospital Indoor area
Floor Type	Normal Stone/Ceramic tile/Cemented Floor
Type of Cycle	Monthly
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	522	<ul style="list-style-type: none"> • Frequency in each cycle : 1 • Number of working days in a month : 1 • Number of cycles during Contract Period : 12

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Outdoor (56)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Outdoor
Area Inclusions	Patient waiting area
Floor Type	ceramic floor
Type of Cycle	Daily
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	56	<ul style="list-style-type: none"> • Frequency in each cycle : 2 • Number of working days in a month : 30 • Number of cycles during Contract Period : 360

Cleaning, Sanitation And Disinfection Service - Outcome Based - Healthcare; General Cleaning (Sweeping, Mopping, Dusting); Indoor (27)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Space	Healthcare
Nature of Service	General Cleaning (Sweeping, Mopping, dusting)
Type of Area	Indoor
Area Inclusions	Hospital Indoor area
Floor Type	ceramic floor
Type of Cycle	Fortnightly
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Area in Sq. Metre	Additional Requirement/अतिरिक्त आवश्यकता
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	27	<ul style="list-style-type: none"> • Frequency in each cycle : 1 • Number of working days in a month : 2 • Number of cycles during Contract Period : 24

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

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

DIRECTOR, SCTIMST
payable at
THIRUVANANTHAPURAM

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.

3. Forms of EMD and PBG

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C (Name of the Buyer). 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 EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

4. Generic

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.

5. Certificates

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.

6. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1	The Service Provider/ Contractor shall comply with the instructions provided by SCTIMST from time to time relating to the performance of the services, duties and obligations under this agreement. The services rendered by the Service Provider/ Contractor shall be subject to regular review by SCTIMST and its decision as to the quality thereof shall be final and absolute.
2	If at any stage, it is revealed that the documents/certificates/testimonials submitted by the Service Provider/ Contractor are forged or have been manipulated, the work order issued to the Service Provider/ Contractor shall be cancelled and Security amount deposited with SCTIMST shall be forfeited without any claim whatsoever on SCTIMST and the Service Provider/Contractor shall be liable for action as appropriate under the relevant laws.
3	The Service Provider/ Contractor shall raise the invoice/bill and SCTIMST agrees to pay such invoices/bills within 10 working days of receipt and acceptance of the invoice/bill, as per terms and conditions of the tender/contract. All payments to the Service Provider/ Contractor shall be made by ECS/NEFT/RTGS/ Net Banking subject to all statutory deductions.
4	If any overpayment is detected as a result of post audit, in the monthly bills submitted by the contractor, it shall be recovered by the Institute from the contractor
5	The Performance Bank Guarantee to be submitted by the successful bidder within the stipulated time as prescribed in the Gem Contract awarded
6	Bidder's offer is liable to be rejected if they failed to upload any of the certificates/documents sought in the Bid document/ATC and corrigendum, if any
7	The agency should have a fully functional office at Thiruvananthapuram, Kerala. Documentary proof of the same should mandatorily be submitted along with the technical bid
8	SCTIMST may conduct a site visit at the functional office of the bidder at Thiruvananthapuram as well as the Institutions where the service provider have similar contracts, if found necessary for evaluating the technical compatibility, professionalism and quality of work of the service provider for finalizing their technical suitability. SCTIMST reserves the right to accept /reject the bid based on the site evaluation report as stated above.
9	If the services are found satisfactory, the Institute has the discretion to extend the contract under the same terms and conditions on mutual consent as per Govt. Of India norms
10	The agency bidding for the contract should have at least three years experience 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
11	The total general area to be covered by the agency is 175505 square feet equivalent to 16313 square meters. Sufficient manpower is to be deployed by the agency to clean the area as per the schedule of cleaning as desired by the Institute. Consumables for cleaning will be provided by the Institute.
12	The bidder shall upload the details of similar works executed by him in the past to prove his eligibility
13	The bidders shall upload the declaration of not been blacklisted/debarred/suspended by any Governments/semi-Governments/Autonomous bodies/Board/Corporation/Private firms. False declaration may lead to rejection of the bid.
14	Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupt. Bidder to upload an undertaking to this effect. False declaration may lead to rejection of the bid.
15	Service provider has to submit history of Transgression, if any, in the last 3 years and the nature of transgression, and the penalty imposed by the Statutory Authority or the Employer. If there is no history of transgression, a declaration in this regard has to be submitted along with the bid.

16	There should be no litigation or charge under investigation / enquiry / trial against the Tenderer, or conviction in a court of law. Bidder to upload an undertaking to this effect.
17	Each tenderer / bidder can submit only one tender / bid for one package in compliance with Clause No.29 of GEM GTC. Bidder's sister/ Associated/ Allied concern(s) participating or applying against the same tender, shall lead to disqualification of Bidders. Sister / Associated / Allied concern means a company, society, partnership firm or proprietorship firm having one or more common persons as Director / General Terms and Conditions on GeM 4.0 (Version 1.14) dt 31st Jan 2024 Partner/ Member/ Owner. A Bidder who submits more than one bid will cause all the proposals submitted in the particular bid to be disqualified. <u>The bidder is required to submit a separate declaration in this regard in the format attached (Annexure I) along with the bid. Annexure I is attached as Clause No.19 of Buyer Added Bid Specific ATC.</u>
18	The contract is liable to be terminated by giving one month notice by the Institute in the event of unsatisfactory performance by the contractor/ the contracted staff. During the period of notice the contractor shall continue to discharge his duties and obligations. No reason whatsoever may be assigned by the institute, for premature termination of contract. The jurisdiction for settlement of disputes, if any, shall be subject to Thiruvananthapuram, Kerala State

ANNEXURE-I

(Bidder is required to submit following Undertaking on Company's Letter Head.

If bidder fails to submit this undertaking, the bid will not be evaluated)

UNDERTAKING

I hereby undertake that, in compliance to GeM GTC Clause No.-29 (One Bid per Bidder), I have submitted only one bid in this tender. Violation of GeM GTC Clause No.-29, observed during evaluation or subsequent processing of this tender or during execution of work, will result in bid (s) disqualification/contract cancellation, forfeiture of EMD and initiation of necessary administrative actions against the firm (s) as per GeM guidelines. I will be solely responsible for all such administrative actions.

It is certified that:

a) Only one bid has been submitted in the subject tender.

b) Any sister/Associated/Allied concerns have not participated in the subject tender.

c) Only one unit has participated in the tender, in case of more than one unit having common business ownership/management.

d) GeM GTC Clause No.-29 is fully complied.

**Duly signed & sealed by: Authorised
Representative of the firm
Name & Post held:**

Dated:

7. 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

DIRECTOR, SCTIMST
payable at
THIRUVANANTHAPURAM

. 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.

8. 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

DIRECTOR, SCTIMST

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.

9. **Generic**

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.

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. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

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.
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.

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---