



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड

(भारत सरकार का उपक्रम)

**THE NEW INDIA ASSURANCE COMPANY LTD.**

(Govt. of India Undertaking)

मुंबई क्षेत्रीय कार्यालय - 1 : न्यू इन्डिया भवन, 2री मंजिल, 34/38, बैंक स्ट्रीट, फोर्ट, मुंबई - 400 023.

Mumbai Regional Office - 1 : New India Bhavan, 2nd Floor, 34/38, Bank Street, Fort, Mumbai - 400 023.

CIN No. L66000MH1919GOI000526



Phone : 022-22660470 / 22690317

Toll Free No. : 18002091415

**12 September, 2025**

**Notice for Tender on GeM Portal for Outsourcing of Manpower**

The New India Assurance Company Ltd., Mumbai Regional Office- 1 invites bids on GeM portal from eligible bidders for outsourcing of manpower for the following.

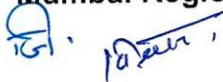
1. Housekeeping Manpower Outsourcing.

The bid document is attached herewith for ready reference. The brief details are as follows:

Bid Number: **GEM/2025/B/6662690**

Last Date and time for bid submission: **3rd October, 2025 ( 15.00.00 Hrs)**

  
**Dy. General Manager**  
**The New India Assurance Co. Ltd.**  
**Mumbai Regional Office I**



पंजीकृत एवं प्रधान कार्यालय : न्यू इन्डिया एश्योरन्स बिल्डिंग, 87, महात्मा गांधी मार्ग, फोर्ट, मुंबई - 400 001.

Regd. & Head Office : New India Assurance Bldg., 87, M.G. Road, Fort, Mumbai - 400 001.

दुरभाष / Phone : 022-2270 8100 / 022-2270 8400 वेबसाइट / Website : [www.newindia.co.in](http://www.newindia.co.in)



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**12 सितंबर, 2025**

**जनशक्ति की आउटसोर्सिंग हेतु GeM पोर्टल पर निविदा सूचना**

न्यू इन्डिया एश्योरेंस कंपनी लिमिटेड, मुंबई क्षेत्रीय कार्यालय-1, निम्नलिखित के लिए जनशक्ति की आउटसोर्सिंग हेतु पात्र बोलीदाताओं से GeM पोर्टल पर बोलियाँ आमंत्रित करता है।

**1. हाउसकीपिंग मैनुपावर आउटसोर्सिंग।**

संदर्भ के लिए बोली दस्तावेज़ संलग्न है। बोली का संक्षिप्त विवरण इस प्रकार है:

बोली संख्या: GEM/2025/B/6662690

बोली जमा करने की अंतिम तिथि और समय: 3 अक्टूबर, 2025 (15.00.00 बजे)

*12-09-25*

उप महाप्रबंधक

न्यू इन्डिया एश्योरेंस कंपनी लिमिटेड

मुंबई क्षेत्रीय कार्यालय-1

*जि. सिन्हा*

## बिड दस्तावेज़ / Bid Document

| बिड विवरण/Bid Details                                                                                                       |                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| बिड बंद होने की तारीख/समय /Bid End Date/Time                                                                                | 03-10-2025 15:00:00                                                                                                                                                                                                                                                                                                                                    |
| बिड खुलने की तारीख/समय /Bid Opening Date/Time                                                                               | 03-10-2025 15:30:00                                                                                                                                                                                                                                                                                                                                    |
| बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)                                                   | 90 (Days)                                                                                                                                                                                                                                                                                                                                              |
| मंत्रालय/राज्य का नाम/Ministry/State Name                                                                                   | Ministry Of Finance                                                                                                                                                                                                                                                                                                                                    |
| विभाग का नाम/Department Name                                                                                                | Department Of Financial Services                                                                                                                                                                                                                                                                                                                       |
| संगठन का नाम/Organisation Name                                                                                              | New India Assurance Company Limited (niac)                                                                                                                                                                                                                                                                                                             |
| कार्यालय का नाम/Office Name                                                                                                 | Headoffice                                                                                                                                                                                                                                                                                                                                             |
| वस्तु श्रेणी /Item Category                                                                                                 | Manpower Outsourcing Services - Minimum wage - Unskilled; High School; Others                                                                                                                                                                                                                                                                          |
| अनुबंध अवधि /Contract Period                                                                                                | 2 Year(s)                                                                                                                                                                                                                                                                                                                                              |
| बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)              | 75 Lakh (s)                                                                                                                                                                                                                                                                                                                                            |
| उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service              | 3 Year (s)                                                                                                                                                                                                                                                                                                                                             |
| इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required                                     | Yes                                                                                                                                                                                                                                                                                                                                                    |
| 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                                                                | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC)<br>*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 |

### बिड विवरण/Bid Details

|                                                                                                                                                                                                                           |                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन्स है/Do you want to show documents uploaded by bidders to all bidders participated in bid? | Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in) |
| बिड लगाने की समय सीमा स्वतः नहीं बढ़ने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension                                                                                  | 3                                                                                                                                                                      |
| दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended                                                                                                       | 7                                                                                                                                                                      |
| ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count                                                                                                                                             | 1                                                                                                                                                                      |
| 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                                                                                                                                                                 |
| मूल्यांकन पद्धति/Evaluation Method                                                                                                                                                                                        | Total value wise evaluation                                                                                                                                            |
| मध्यस्थता खंड/Arbitration Clause                                                                                                                                                                                          | No                                                                                                                                                                     |
| सुलह खंड/Mediation Clause                                                                                                                                                                                                 | No                                                                                                                                                                     |

### ईएमडी विवरण/EMD Detail

|                   |    |
|-------------------|----|
| आवश्यकता/Required | No |
|-------------------|----|

### ईपीबीजी विवरण /ePBG Detail

|                                                                   |           |
|-------------------------------------------------------------------|-----------|
| एडवाइजरी बैंक/Advisory Bank                                       | HDFC Bank |
| ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)                           | 5.00      |
| ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months). | 24        |

(a) ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

### लाभार्थी /Beneficiary :

Manager

The New India Assurance Co. Ltd., New India Bhawan, 34/38, Bank Street, FORT, Mumbai-400023

(Vishwas Kacharu Gaikwad)

### विभाजन/Splitting

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

### एमआईआई अनुपालन/MII Compliance

|                               |     |
|-------------------------------|-----|
| एमआईआई अनुपालन/MII Compliance | Yes |
|-------------------------------|-----|

### एमएसई खरीद वरीयता/MSE Purchase Preference

|                                           |     |
|-------------------------------------------|-----|
| एमएसई खरीद वरीयता/MSE Purchase Preference | Yes |
|-------------------------------------------|-----|

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. 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.
6. 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. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
7. 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.
8. 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.

**अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required**

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**The Bidder should have executed at least 1No. projects with contract value not less than (Rs) 25lac for each contract of providing manpower services to PSU in last 3 financial years

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**The Bidder should have executed at least 1 No. projects with supply of 7no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last 3 financial yea

**Scope of work & Job description:**[1757499778.pdf](#)

**Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:**[1757583631.pdf](#)

**In case, the buyer wants to retain some of the existing resources then buyer is needed to upload the list of resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract as per the T&C of new contract concluded on the basis of this bid along with approval of Competent Authority.:**[1757589664.pdf](#)

**Pre Bid Detail(s)**

| मूल्य भिन्नता खंड दस्तावेज/Pre-Bid Date and Time | प्री-बिड स्थान/Pre-Bid Venue                                                                           |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| 26-09-2025 11:00:00                              | The New India Assurance Co. Ltd., 1st Floor, New India Bhawan, 34/38, Bank Street, FORT, Mumbai-400023 |

**Manpower Outsourcing Services - Minimum Wage - Unskilled; High School; Others ( 7 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

| विवरण/ Specification      | मूल्य/ Values  |
|---------------------------|----------------|
| <b>कोर / Core</b>         |                |
| Skill Category            | Unskilled      |
| Educational Qualification | High School    |
| Type of Function          | Others         |
| List of Profiles          | Attendant      |
| Specialization            | Not Required   |
| Post Graduation           | Not Required   |
| Specialization for PG     | Not Applicable |
| Experience                | 0 to 3 Years   |

| विवरण/ Specification                                                                            | मूल्य/ Values |
|-------------------------------------------------------------------------------------------------|---------------|
| State                                                                                           | NA            |
| Zipcode                                                                                         | NA            |
| District                                                                                        | NA            |
| Is the Geographical presence of the Service Provider's office required in the consignee's State | Yes           |
| Name of states/ UT for geographical presence is required                                        | Maharashtra   |
| एडऑन /Addon(s)                                                                                  |               |

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

| क्र.सं./S.N<br>o. | परेषिती/रिपोर्टिंग<br>अधिकारी /Consignee<br>Reporting/Officer | पता/Address | संसाधनों की मात्रा<br>/ Number of<br>Resources to<br>be hired | अतिरिक्त आवश्यकता<br>/Additional<br>Requirement |
|-------------------|---------------------------------------------------------------|-------------|---------------------------------------------------------------|-------------------------------------------------|
|-------------------|---------------------------------------------------------------|-------------|---------------------------------------------------------------|-------------------------------------------------|

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address                                                                                       | संसाधनों की मात्रा / Number of Resources to be hired | अतिरिक्त आवश्यकता /Additional Requirement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------|----------------------------------------------------------|---------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1             | Vishwas Kacharu Gaikwad                                  | 400001, The New India Assurance Co. Ltd. New India Bhawan 34/38, Bank Street, FORT, Mumbai-400023 | 7                                                    | <ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 805</li> <li>• Bonus (INR per day) : 67.06</li> <li>• EDLI (INR per day) : 0</li> <li>• EPF Admin Charge (INR per day) : 8.05</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) : 26.16</li> <li>• Provident Fund (INR per day) : 104.65</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 24</li> </ul> |

#### 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

**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.

### 3. Generic

**Consortium:** In case of Contracts, wherein the seller alone does not have necessary expertise, the seller can form consortium with other sellers for submission of the bid, with one of the consortium company as leader. However, each and every member of the consortium shall be equally responsible for the complete execution of the project contract. An undertaking to this effect is to be uploaded with bid.

### 4. Payment

**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.

### 5. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

#### **SCOPE OF WORK**

The contractor shall provide **(7) multitasking staff/office attendants** to support day-to-day multitasking staff. Their responsibilities include:

#### **Daily Tasks**

- General Cleaning
  - Sweeping and mopping all floors (including work areas, hallways, and common areas)
  - Vacuuming carpeted areas
  - Dusting desks, tables, windowsills, and partitions
- Restrooms
  - Cleaning toilets, urinals, sinks, and mirrors
  - Restocking soap, toilet paper, hand towels
  - Emptying bins and sanitizing surfaces
- Pantry Area
  - Wiping kitchen countertops and appliances (microwave, fridge exterior, etc.)
  - Washing used utensils if required
  - Refilling tea/coffee/milk supplies as directed
- Garbage Disposal
  - Collecting and disposing of all waste from workstations, pantry, and restrooms
  - Replacing bin liners

#### **Weekly Tasks**

- Deep Dusting
  - High and low surface cleaning: lights, fans, vents, wall panels

- Glass & Window Cleaning
  - Cleaning interior glass partitions and office windows (reachable areas)
- Disinfection
  - Sanitizing high-touch points like door handles, switches, elevator buttons

#### **Monthly/As Needed Tasks**

- Floor Polishing/Carpet Shampooing
  - As per flooring type, deep cleaning and maintenance
- Pest Control Assistance
  - Coordinating and preparing areas during scheduled pest control
- Inventory Management
  - Monitoring and reporting stock levels of cleaning supplies and toiletries

#### **Other Responsibilities**

- Reporting
  - Reporting maintenance issues (leaks, damages, electrical hazards)
- Support Services
  - Assisting with meeting room setup, movement of office furniture, or deliveries if required
- Etiquette & Grooming
  - Wearing proper uniform and ID
  - Displaying courteous behavior with office staff

#### **6. Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [Click here to view the file.](#)

#### **7. 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.

## 8. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

## 9. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

## 10. Past Project Experience

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

## 11. 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.

## 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 कार्यवाई 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---