

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	17-09-2024 19:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	17-09-2024 19:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Home Affairs
Department Name/विभाग का नाम	Central Police Organisation
Organisation Name/संगठन का नाम	Sardar Vallabhbhai Patel National Police Academy
Office Name/कार्यालय का नाम	Hyderabad
Item Category/मद केटगरी	Custom Bid for Services - Hiring services of vehicles 45 seater AC bus and SUVs AC at Delhi
Contract Period/अनुबंध अवधि	3 Month(s) 5 Day(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	23 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	2 Year (s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
ITC available to buyer/क्रेता के लिए उपलब्ध आईटीसी	Yes

Bid Details/बिड विवरण	
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
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	26000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	6

(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 कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी 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
Hyderabad, Central Police Organisation, Sardar Vallabhbhai Patel National Police Academy, Ministry of Home Affairs
(Director Svp National Police Academy)

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	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. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Introduction about the project /services being proposed for procurement using custom bid functionality:[1724761771.pdf](#)

Instruction To Bidder:[1724761784.pdf](#)

Scope of Work:[1724761801.pdf](#)

Payment Terms:[1724761821.pdf](#)

Penalties:[1724761831.pdf](#)

GEM Availability Report (GAR):[1724761851.pdf](#)

Buyer's Competent Authority Approval:[1724761859.pdf](#)

Any other Documents As per Specific Requirement of Buyer -1:[1724761872.pdf](#)

Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:[1724761883.pdf](#)

Custom Bid For Services - Hiring Services Of Vehicles 45 Seater AC Bus And SUVs AC At Delhi (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Hiring services of vehicles 45 seater AC bus and SUVs AC at Delhi
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES

Specification	Values
Addon(s)/एडऑन	

Input Tax Credit(ITC)/इनपुट कर क्रेडिट(आईटीसी) and/ तथा Reverse Charge(RCM)/रिवर्स प्रभार (आरसीएम) Details

ITC on GST/जीएसटी पर इनपुट कर क्रेडिट	ITC on GST Cess/जीएसटी उपकर कर क्रेडिट
5%	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement/अतिरिक्त आवश्यकता
1	Anil Sharma	500052,Shivarampally, Rajendra nagar, Hyderabad	1	N/A

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

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

The Director SVP National Police Academy , Hyderabad payable at SBI Shivaramapally 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.

3. Forms of EMD and PBG

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

The Director SVP NPA , Hyderabad
payable at
SBI Shivaramapally

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.

4. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

5. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(Government of India : Ministry of Home Affairs)
Hyderabad - 500 052**

REQUIREMENT OF VEHICLES

The Academy proposes for hiring of vehicles w.e.f 28.09.2024 to 06.10.2024 and 12.10.2024 to 20.10.2024 in two phases for 76 RR IPS probationers for training activities at Delhi. The date wise program are as under :-

Phase-I for a period from 28.09.2024 to 06.10.2024

Date	From - To	Requirement of Vehicles	Remarks
28.09.2024	Delhi Airport to Hotel	6 Nos (45 Seater) AC Buses	Pick up & transportation up to Hotel
30.09.2024 to 05.10.2024	Hotel to Organization and back. (Full day with Group in Delhi NCR)	5 Nos (45 Seater) AC Buses	For visit of various organizations as per schedule.
06.10.2024	Hotel to Delhi Airport	6 Nos (45 Seater) AC Buses	Drop at Airport
28.09.2024 to 06.10.2024	2 SUV vehicles may require on daily basis during the period for senior officers, which will be intimated one day in advance.		For Faculty/ senior Officers
27.09.2024 to 06.10.2024	1 LMV vehicle is required on daily basis during the period for coordinating staff proceeding to Delhi in advance to coordinate with various organisations and make arrangements.		For Conducting Officers

Phase- II for a period from 12.10.2024 to 20.10.2024

Date	From - To	Requirement of Vehicles	Remarks
12.10.2024	Delhi Airport to Hotel	6 Nos (45 Seater) AC Buses	Pick up & transportation up to Hotel
14.10.2024 to 19.10.2024.	Hotel to Organization and back. (Full day with Group in Delhi NCR)	5 Nos (45 Seater) AC Buses	For visit of various organizations as per schedule.
20.10.2024	Hotel to Delhi Airport	6 Nos (45 Seater) AC Buses	Drop at Airport
12.10.2024 to 20.10.2024	2 SUV vehicles may require on daily basis during the period for senior officers, which will be intimated one day in advance.		For Faculty/ senior Officers
12.10.2024 to 20.10.2024	1 LMV vehicle is required on daily basis during the period for coordinating staff proceeding to Delhi in advance to coordinate with various organisations and make arrangements.		For Conducting Officers

Terms & Conditions

Bidder interested in the proposal, may submit their bid subject to acceptance of the following terms and conditions:

- The vendor should be a registered and a well established agency with vehicles in perfectly good condition covered under valid third-party insurance.
- Licensed & experienced drivers with clean track record & new AC vehicles with fuel in perfect working condition shall be provided without fail.
- The Travel plan shall be strictly adhered to and modifications if any, will be conveyed by the Nodal Officers, as per the travel plan.
- The rates should be quoted **inclusive of all taxes and other levies**, if any. The rates once quoted shall **remain valid / fixed** during the period of contract and no variation on account of escalation of POL charges/cost of spare parts, etc. (or) on account of any unforeseen event, shall be entertained.
- The vehicles should have ACs in perfect working condition.

- (f) The vehicles should be provided with fuel and drivers.
- (g) The vendor ensure that the vehicles and drivers once provided should not be changed during the entire attachment period. In case of any emergency prior intimation should given to the Academy Senior Officers / Supervisors.
- (h) Bidder shall be entirely responsible for all taxes, duties, license, fees etc incurred during the course of the contracted services of the Academy.
- (i) All COVID related protocols of the state Government shall be observed by the bidder & the drivers at all time.
- (j) If any other additional kms / hours run during the programme it should be informed to Senior Officers of the Academy and maintain a log book, which should be signed by the Academy officers.
- (k) Security verification of Drivers is required. Drivers shall be double vaccinated.
- (l) Drivers should possess valid ID proof and Documents ie Vehicle Number and Drivers name will be submitted well in advance.
- (m) The vehicles should be sanitized on daily basis.
- (n) The Academy is not responsible for any repair and maintenance of the vehicles or any other charge, other than the quoted amount.
- (o) The driver must observe discipline, etiquette and protocol while performing the duty.
- (p) The driver should have valid license and the vehicle should be registered with the Competent Authority of Central Govt./State Govt.
- (q) Traffic Rules and other statutory regulations as prescribed by the Govt. Authorities concerned should be strictly followed by the Drivers.
- (r) The driver should always remain with the vehicle during the entire period of duty. In case of emergency, the driver may seek permission of the concerned officer/authorized official of the Academy.
- (s) The bidder and the driver of the vehicle should carry out the instructions of the Academy.
- (t) All tax liabilities i.e. Road tax, Service tax, etc. will be borne by the Bidder.
- (u) In case of any accident, the service provider shall meet all the claims and damages arising out of such situation.
- (v) Suitable alternative vehicles should be provided in case of breakdown of the vehicles.
- (w) The Tenderer who fails to provide the vehicle/perform the task assigned to him, the Director SVPNPA shall be entitled at his discretion to deduct the LD (Liquidated Damages) to the maximum of 10% of the contract value.
- (x) The Academy reserves the right :-
 - (i) To accept or reject whole or any part of an offer/tender.
 - (ii) To cancel or withdraw the tender notice.
 - (iii) Accept or reject any deviations from these conditions.
 - (iv) To increase or decrease the requirement of number of vehicles.

(y) A daily record indicating the time and mileage of each vehicle shall be maintained in a log book vehicle-wise and the said log book shall be submitted to the Officer concerned regularly for scrutiny.

NOTE: -

- **ATC duly Signed Accepted required.**
- **The rates should be quoted inclusive of all taxes separately for each phase.**
- **The amount of extra per Kilometers and extra Hours Should Not mentioned on financial bid. The same may be mentioned separately.**
- **The Invoice may be generated phase wise utilization separately.**
- **List of Vehicles make and model and Insurance details required as per given below**

SI No	Vehicles Number	Vehicles Type	Date of Registration	Model	Insurance validity

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.

6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action

in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---