



Bid Number/बोली क्रमांक (बिड संख्या): GEM/2023/B/4031191 Dated/दिनांक : 30-10-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण				
Bid End Date/Time/बिड बंद होने की तारीख/समय	20-11-2023 17:00:00			
Bid Opening Date/Time/बिंड खुलने की तारीख/समय	20-11-2023 17:30:00			
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 Electronics And Information Technology			
Department Name/विभाग का नाम	Department Of Electronics And Information Technology			
Organisation Name/संगठन का नाम	Unique Identification Authority Of India (uidai)			
Office Name/कार्यालय का नाम	Hq, New Delhi			
ltem Category/मद केटेगरी	Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard, Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Security Supervisor, Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Fire Guard, Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Lift Attendant			
Contract Period/अनुबंध अविध	3 Year(s)			
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	1000 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 Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes			
Startup Exemption for 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) *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/बिंड से रिवर्स नीलामी सक्रिय किया	म Yes	
RA Qualification Rule	H1-Highest Priced Bid Elimination	
Type of Bid/बिंड का प्रकार	Two Packet Bid	
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	के 2 Days	
Estimated Bid Value/अनुमानित बिड मूल्य	49465651.81	
Evaluation Method/म्र्ल्यांकन पद्धति	Total value wise evaluation	

EMD Detail/ईएमडी विवरण

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

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	PUNJAB NATIONAL BANK
ePBG Percentage(%)/ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	38

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

Beneficiary/लाभार्थी :

DDO, UIDAI HQ

UIDAI HQ Building, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi (011-23478558) (Ddo)

Splitting/विभाजन

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

MII Compliance/एमआईआई अनुपालन

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

MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes

- 1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
- 2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
- 3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
- 4. 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

Excel Upload Required/एक्सेल में अपलोड किए जाने की आवश्यकता:

PROFORMA FOR FINANCIAL BID /QUOTES - 1697105568.xlsx

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Scope Of Work For the Service: 1698663709.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.:1698663631.pdf

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue	
08-11-2023 11:00:00	UIDAI HQ Building Bangla Sahib Road New Delhi (011-23478558)	

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard (25)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values		
Core			
Type of Establishment / Area	Office/Commercial/Institutions/ Residential		
Category of Profile	Unarmed Security Guard		
Category of Skills	Skilled		
Gender	No Preference		
Duty Hours in a day	8		
Qualification Secondary School			
Ex Servicemen	Optional		
Age Limit	Up to 40 years		
Years of Experience	0 – 3 years		
Additional Requirements for the Security Personnel	Unarmed Security Guard		
Addon(s)/एडऑन			
Additional Details/अतिरिक्त विवरण			
Title For Optional Allowances 1	0		
Title For Optional Allowances 2	0		
Title For Optional Allowances 3	0		

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती / रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	SUSHIL KUMAR	110001,4th Floor, UIDAI Headquarters, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi	25	 Number of working days in a month: 26 Tenure/ Duration of Employment: 36 Basic Pay (Minimum daily wage): 915 Provident Fund (INR per day): 75 EDLI (INR per day): 0 ESI (INR per day): 0 EPF Admin charge (INR per day): 0 Bonus (INR per day): 0 Bonus (INR per day): 0 Optional Allowance 1 (in Rupees): 0 Optional Allowance 2 (in Rupees): 0 Optional Allowance 3 (in Rupees): 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Security Supervisor ($\bf 1$)

Specification	Values	
Core		
Type of Establishment / Area	Office/Commercial/Institutions/ Residential	
Category of Profile	Security Supervisor	
Category of Skills	Skilled	
Gender	Male	
Duty Hours in a day 8		
Qualification	Graduate	
Ex Servicemen	Optional	
Age Limit	Up to 40 years	
Years of Experience	3 - 6 years	

Specification	Values	
Additional Requirements for the Security Personnel	Security Guard Supervisor	
Addon(s)/एडऑन		
Additional Details/अतिरिक्त विवरण		
Title For Optional Allowances 1		
Title For Optional Allowances 2 0		
Title For Optional Allowances 3	0	

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	SUSHIL KUMAR	110001,4th Floor, UIDAI Headquarters, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi	1	 Number of working days in a month: 26 Tenure/ Duration of Employment: 36 Basic Pay (Minimum daily wage): 1193.01 Provident Fund (INR per day): 75 EDLI (INR per day): 0 ESI (INR per day): 0 EPF Admin charge (INR per day): 0 Bonus (INR per day): 0 Bonus (INR per day): 0 Optional Allowance 1 (in Rupees): 0 Optional Allowance 2 (in Rupees): 0 Optional Allowance 3 (in Rupees): 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Fire Guard ($\bf 9$)

Specification	Values	
Core		
Type of Establishment / Area	Office/Commercial/Institutions/ Residential	
Category of Profile	Fire Guard	
Category of Skills	Skilled	
Gender	Male	
Duty Hours in a day	8	
Qualification	High School	
Ex Servicemen	Optional	
Age Limit	Up to 40 years	
Years of Experience	0 - 3 years	
Additional Requirements for the Security Personnel	ITITrade certification in Fire Fighting Technology	
Addon(s)/एडऑन		
Additional Details/अतिरिक्त विवरण		
Title For Optional Allowances 1	0	
Title For Optional Allowances 2	0	
Title For Optional Allowances 3	0	

Consignees/Reporting Officer/परेषिती /रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
-------------------	--	-------------	---------------------------------------	--

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	SUSHIL KUMAR	110001,4th Floor, UIDAI Headquarters, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi	9	 Number of working days in a month: 26 Tenure/ Duration of Employment: 36 Basic Pay (Minimum daily wage): 915 Provident Fund (INR per day): 75 EDLI (INR per day): 0 ESI (INR per day): 0 EPF Admin charge (INR per day): 0 Bonus (INR per day): 0 Bonus (INR per day): 0 Optional Allowance 1 (in Rupees): 0 Optional Allowance 2 (in Rupees): 0 Optional Allowance 3 (in Rupees): 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Fire Guard ($\bf 1$)

Specification	Values		
Core			
Type of Establishment / Area	Office/Commercial/Institutions/ Residential		
Category of Profile	Fire Guard		
Category of Skills	Skilled		
Gender	Male		
Duty Hours in a day	8		
Qualification	Diploma		
Ex Servicemen	Optional		
Age Limit	Up to 40 years		
Years of Experience	0 - 3 years		
Additional Requirements for the Security Personnel	Fire Guard Supervisor		
Addon(s)/एडऑन			

Specification	Values	
Additional Details/अतिरिक्त विवरण		
Title For Optional Allowances 1	0	
Title For Optional Allowances 2	0	
Title For Optional Allowances 3	0	

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती / रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	SUSHIL KUMAR	110001,4th Floor, UIDAI Headquarters, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi	1	 Number of working days in a month: 26 Tenure/ Duration of Employment: 36 Basic Pay (Minimum daily wage): 1193.01 Provident Fund (INR per day): 75 EDLI (INR per day): 0 ESI (INR per day): 0 EPF Admin charge (INR per day): 0 Bonus (INR per day): 0 Bonus (INR per day): 0 Optional Allowance 1 (in Rupees): 0 Optional Allowance 2 (in Rupees): 0 Optional Allowance 3 (in Rupees): 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Lift Attendant (7)

Specification	Values
Core	

Specification	Values		
Type of Establishment / Area	Office/Commercial/Institutions/ Residential		
Category of Profile	Lift Attendant		
Category of Skills	Skilled		
Gender	Male		
Duty Hours in a day	8		
Qualification	High School		
Ex Servicemen	Optional		
Age Limit	Up to 45 years		
Years of Experience	0 - 3 years		
Additional Requirements for the Security Personnel	Lift Attendant should have ITI pass have		
Addon(s)/एडऑन			
Additional Details/अतिरिक्त विवरण			
Title For Optional Allowances 1	0		
Title For Optional Allowances 2	0		
Title For Optional Allowances 3	0		

Consignees/Reporting Officer/परेषिती /रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
-------------------	--	-------------	---------------------------------------	--

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	SUSHIL KUMAR	110001,4th Floor, UIDAI Headquarters, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi	7	 Number of working days in a month: 26 Tenure/ Duration of Employment: 36 Basic Pay (Minimum daily wage): 915 Provident Fund (INR per day): 75 EDLI (INR per day): 0 ESI (INR per day): 0 EPF Admin charge (INR per day): 0 Bonus (INR per day): 0 Bonus (INR per day): 0 Optional Allowance 1 (in Rupees): 0 Optional Allowance 2 (in Rupees): 0 Optional Allowance 3 (in Rupees): 0

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. 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.

3. 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.

4. 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.

5. Service & Support

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

6. Service & Support

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

7. 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.

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 <u>General Terms and Conditions/सामान्य नियम और शर्त</u>, conditions stipulated in Bid and <u>Service Level Agreement</u> specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्ते 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---