

Bid Document

Bid Details	
Bid End Date/Time	28-08-2020 18:00:00
Bid Opening Date/Time	28-08-2020 18:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	65 (Days)
Ministry/State Name	Ministry Of Human Resource Development
Department Name	Department Of Higher Education
Organisation Name	National Institute Of Technology (nit)
Office Name	Nagaland
Item Category	Technical Manpower Outsourcing Service
Contract Period	1 Year(s)
Bidder Turnover (Last 3 Years)	36.85 Lakh (s)
Project Experience Required	Yes
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover *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	No

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	0.50
EMD Amount	61421

ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	2.00
Duration of ePBG required (Months).	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.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

Director

Nagaland, Department of Higher Education, National Institute of Technology (NIT), Ministry of Human Resource Development
(Dr S Venugopal)**Splitting**

Bid splitting not applied.

1. Project experience: The Bidder must have executed at least one single order of 80% value of the Bid or 2 orders each of 50% value of the Bid or 3 orders each of 40% value of the Bid for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company

Additional Required Data/Document(s)

Detailed Scope of Work/Job Description/Qualification for the resources to be hired:[1596802506.pdf](#)

Technical Manpower Outsourcing Service (23)**Technical Specifications**

Specification	Values
Core	
Category of Service	Semi skilled
Experience (in Years)	3-7
Qualification	Secondary
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	23	<ul style="list-style-type: none"> Monthly Remuneration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 8944

Technical Manpower Outsourcing Service (1)**Technical Specifications**

Specification	Values
Core	
Category of Service	Cleaner
Addon(s)	

Experience (in Years)	0-3
Qualification	Secondary
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	1	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 7986

Technical Manpower Outsourcing Service (1)

Technical Specifications

Specification	Values
Core	
Category of Service	Clerk cum Computer Operator
Experience (in Years)	3-7
Qualification	Secondary , Diploma , Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	1	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 11642

Technical Manpower Outsourcing Service (2)

Technical Specifications

Specification	Values
Core	
Category of Service	Data Entry Operator
Experience (in Years)	3-7

Qualification	Secondary , Diploma , Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	2	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 10584

Technical Manpower Outsourcing Service (2)

Technical Specifications

Specification	Values
Core	
Category of Service	Executive Assistant/ Office Assistant/ Personal Assistant
Experience (in Years)	3-7
Qualification	Secondary , Diploma , Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	2	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 11642

Technical Manpower Outsourcing Service (3)

Technical Specifications

Specification	Values
Core	
Category of Service	Machinist Gr-I/MCM
Experience (in Years)	3-7
Addon(s)	

Qualification	Secondary , Diploma
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	3	<ul style="list-style-type: none"> Monthly Remuneration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 11642

Technical Manpower Outsourcing Service (3)

Technical Specifications

Specification	Values
Core	
Category of Service	Store Helper
Experience (in Years)	3-7
Qualification	Secondary , Diploma
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	3	<ul style="list-style-type: none"> Monthly Remuneration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 10500

Technical Manpower Outsourcing Service (4)

Technical Specifications

Specification	Values
Core	
Category of Service	MCM/Technician. Gr.-I Diesel Mech.
Experience (in Years)	3-7
Qualification	Secondary , Diploma

Addon(s)**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	4	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 11642

Technical Manpower Outsourcing Service (1)**Technical Specifications**

Specification	Values
Core	
Category of Service	Computer Operator
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	1	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 18538

Technical Manpower Outsourcing Service (1)**Technical Specifications**

Specification	Values
Core	
Category of Service	Assistant Accountant
Experience (in Years)	3-7
Qualification	Graduate

Addon(s)**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	1	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 13594

Technical Manpower Outsourcing Service (1)**Technical Specifications**

Specification	Values
Core	
Category of Service	Senior Section Engineer /Diesel Mech.
Experience (in Years)	3-7
Qualification	Secondary
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	1	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 18538

Technical Manpower Outsourcing Service (6)**Technical Specifications**

Specification	Values
Core	
Category of Service	MCM/Technician.Gr.-I C&W
Experience (in Years)	3-7
Qualification	Diploma
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	6	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 12600

Technical Manpower Outsourcing Service (3)**Technical Specifications**

Specification	Values
Core	
Category of Service	Senior Assistant
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	3	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 28389

Technical Manpower Outsourcing Service (1)**Technical Specifications**

Specification	Values
Core	
Category of Service	Accountant
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	1	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 28389

Technical Manpower Outsourcing Service (2)**Technical Specifications**

Specification	Values
Core	
Category of Service	Operator
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	2	<ul style="list-style-type: none"> Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 22712

Technical Manpower Outsourcing Service (2)**Technical Specifications**

Specification	Values
Core	
Category of Service	System Analyst
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	2	<ul style="list-style-type: none"> Monthly Remuneration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 27038

Technical Manpower Outsourcing Service (4)**Technical Specifications**

Specification	Values
Core	
Category of Service	Technical Assistant
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	4	<ul style="list-style-type: none"> Monthly Remuneration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 25750

Technical Manpower Outsourcing Service (2)**Technical Specifications**

Specification	Values
Core	
Category of Service	Junior Assistant
Experience (in Years)	3-7
Qualification	Graduate
Addon(s)	

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of People of above mentioned technical specification	Additional Requirement
1	Bikash Sarma	797103,National Institute of Technology Nagaland Chumukidema	2	<ul style="list-style-type: none">• Monthly Renumeration (Including ESI,PF,ELDI,Admin Charge) (INR) exclusive of GST : 20830

Bid Specific Additional Terms and Conditions

- 1.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.
- 2.Bidders can also submit the EMD with Account Payee Demand Draft in favour of IRG NIT Nagaland payable at Chumukedima.
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.Bidders can also submit the EMD with Banker's Cheque in favour of IRG NIT Nagaland payable at Chumukedima.
Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.
- 4.**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.**Upload Manufacturer authorization:** Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.
- 6.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.
- 7.Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
- 8.For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:
 - a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
 - b. Execution certificate by client with order value.
 - c. Any other document in support of order execution like Third Party Inspection release note, etc.
- 9.OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
- 10.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.
- 11.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, NIT Nagaland 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.
- 12.The Service Provider is required to have at least 30 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.
- 13.1. 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.
- 14.Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:

- i) The Seller fails to comply with any material term of the Contract.
- ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
- iv) The Seller becomes bankrupt or goes into liquidation.
- v) The Seller makes a general assignment for the benefit of creditors.
- vi) A receiver is appointed for any substantial property owned by the Seller.
- vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

This Bid is governed by the [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 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.

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.

---Thank You---