बिड संख्या/Bid Number: GEM/2026/B/7998040
दिनांक /Dated: 16-10-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	27-10-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	28-10-2026 11:00:00
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 Economic Affairs
संगठन का नाम/Organisation Name	Security Printing And Minting Corporation Of India Limited (spmcil)
कार्यालय का नाम/Office Name	3rd Floor Tower G World Trade Centre Nauroji Nagar
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :ram.sahai@gov.in Buyer Email id: nayana.laul@spmcil.com
वस्तु श्रेणी /Item Category	Manpower Outsourcing Services - Man-days based - Others; Skilled; Electrician
अनुबंध अवधि /Contract Period	1 Year(s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes | Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes | Complete
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	2
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	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid

बिड विवरण/Bid Details	
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
Payment Timelines	Payments shall be made to the Seller within **30** days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाईजरी बैंक/Advisory Bank	Indusind bank
ईएमडी राशि/EMD Amount	49000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	Indusind bank
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14

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

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :
Chief General Manager
INDIA GOVERNMENT MINT, SHAHID BHAGATSINGH ROAD, FORT, MUMBAI-400001
(India Govt. Mint, Mumbai)

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
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed 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 relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed 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 relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal 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 themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer 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 seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work & Job description:1788520785.pdf

Manpower Outsourcing Services - Man-days Based - Others; Skilled; Electrician (1872)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Function	Others
Skill Category	Skilled
List of Profiles	Electrician
Experience of Resource	0 to 3 Years
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Maharashtra
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of man-days required during contract period	अतिरिक्त आवश्यकता /Additional Requirement

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of man-days required during contract period	अतिरिक्त आवश्यकता /Additional Requirement
1	Deepak Tripathi	400001,India Govt Mint, Shahid Bhagat Singh Marg Fort Mumbai , Maharashtra - 400001 India	1872	• Charges per man-day (Inclusive of Wages, EPF, ESIC, EDLI, Bonus, etc) exclusive of GST : 1083 • Estimated number of overtime man-hours during contract period : 0 • Per hour charges for Overtime Man-hours exclusive of GST : 0

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

1. **Forms of EMD and PBG**

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

   : INDIA GOVERNMENT MINT, MUMBAI (UNIT OF SPMCIL) COLLECTION A/C
   payable at
   Mumbai
   .
   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.

2. **Forms of EMD and PBG**

   Bidders can also submit the EMD with Banker’s Cheque in favour of

   : INDIA GOVERNMENT MINT, MUMBAI (UNIT OF SPMCIL) COLLECTION A/C
   payable at
   Mumbai
   .
   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.

3. **Forms of EMD and PBG**

   Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

   : INDIA GOVERNMENT MINT, MUMBAI (UNIT OF SPMCIL) COLLECTION A/C
   Account No.
   201003551159
   IFSC Code
   INDB0000033
   Bank Name

INDUSIND BANK LIMITED
Branch address
: Fort Branch, Premises No.1 Ground Floor, Sonawala Bldg57,Mumbai Samachar Marg Fort, MUMBAI-400001
.
Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

4. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

: INDIA GOVERNMENT MINT, MUMBAI (UNIT OF SPMCIL) COLLECTION A/C
payable at
Mumbai
. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

5. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in
Beneficiary name

: INDIA GOVERNMENT MINT, MUMBAI (UNIT OF SPMCIL) COLLECTION A/C
Account No.
201003551159
IFSC Code
INDB0000033
Bank Name
INDUSIND BANK LIMITED
Branch address
Fort Branch, Premises No.1 Ground Floor, Sonawala Bldg57,Mumbai Samachar Marg Fort, MUMBAI-400001
. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

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

Text Clause(s)

BUYER ADDED BID SPECIFIC TERMS AND CONDITIONS

I] The bidder firm should meet following eligibility criteria to qualify:

· For MSE/Start-up firm: The bidder must have capability to provide the relevant services.

For other firm - Experience and past performance: The bidder should have experience of having succe ssfully supplied relevant services of 749 man -days in any one of the last five years ending on 31.03.20 25.

Note: i) Relevant services means ‘Services of Manpower – Electrician ’

ii) Participating bidder needs to submit all related documents along with the bid.

II] Undertaking:

i. Undertaking for acceptance of all the terms and conditions of the GeM Bid including Buyer Adde

d Bid Specific Terms and conditions without any deviation duly sealed & signed.

ii. Undertaking of declaration that the bidder is not blacklisted/debarred for dealing by Departm ent of Expenditure or Ministry of Finance or SPMCIL or any of its units

iii. Undertaking toward compliance of, border sharing criteria as per guidelines issued by Governm ent of India (vide letter no.F.No.6/18/2019-PPD dated 23rd/24th July 2020 or any further a mendments thereof)

iv. Undertaking of declaration of acceptances of GIT & GCC. Please CLICK the link for further details

1 : https://spmcil.com/uploaddocument/GIT3.0.pdf

2 : https://spmcil.com/uploaddocument/GCC3.0.pdf

III] Option Clause: The Purchaser reserves the right to increase/decrease the ordered quantity by up to 2 5% at any time, till final delivery date of the contract (or the extended delivery date of the contract), by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of Delivery Period (or the extended delivery period of the contract).

Iv]. Evaluation of Bids: The Total Price quoted by the firm shall be considered for evaluation & to decide L1-bidder.

V]. Payment Terms: On Monthly basis.

"Payment will be made to the firm/ agency as per Face Recognition / Biometric based Attendance Management System of the outsourced employees and consultants engaged in the Unit after subm ission and verification of all the documents mentioned/ defined in ATC".

VI]. Performance Security Deposit: 5% of order value.

VII]. Additional documents required:

The contracting or bidding firm must possess valid Electrical contractor license from State Gover nment/CPWD/PWD.

VIII.]. <u>Bid Specific Additional Terms and Conditions:</u>

Electrical utilities Operation and electrical maintenance activities for mint factory and factory residential co lonies in India Government Mint, Mumbai.

A) Manpower requirement:

The manpower services are required for 365 days a year on 24-hour basis as per shift requirement. The de ployed manpower has to work for eight hours a day with weekly off as per Factories Act 1948.

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All deployed manpower will have to work in three shifts in rotation as per manpower allocation by IGMM au thorities as per site requirement. However, duty time/shift time will be intimated at the time of joining.

Shift working hours: 8 Hrs./Day.

*** Note: -

In case of absentee, leave, etc. of deployed employee, bidder will have to make necessary stop gap arrang ements.

B) ESSENTIAL QUALIFICATION OF REQUIRED MANPOWER AND CONTRACTOR: --

CONTRACTOR/BIDDING FIRM:

The contracting or bidding firm must possess valid Electrical contractor license from State Government/CP WD/PWD.

Electrician:

1. The deputed manpower shall passuses NCTVT/ ITI electrician Certificate from recognized Industrial Instit utes approved by Board of Technical Examination of respective State.

2. Shall have wireman license from Government recognized Institutions/Boards/ CPWD/PWD.

3. Shall have minimum 02 years practical hands-on experience of working on 11 KV electrical installations, substations, transformers, LT panels, cable laying and terminations, point wiring work, motor testing and r epairs of Starters, motors, ceiling fans, exhaust fans, street lights.

4. Shall be physically fit for working at height for repairs of Industrial exhaust fans, Ceiling fans and other r elated works.

C) SCOPE OF ACTIVITIES FOR ELECTRICAL MAINTENANCE:

1) Operation and basic maintenance of LT/HT substations, electrical panels, transformers and associated e quipment.

• Routine inspection, troubleshooting and maintenance of electrical installations.

• Electrical maintenance works in residential colonies and office/plant premises.

• Installation, replacement, repair and maintenance of street lights, fittings, switches, sockets and other el ectrical fixtures.

• Attending to minor electrical faults and breakdowns in buildings, utility areas and common facilities.

• Maintenance and replacement of MCBs, fuses, cables, switches, lighting fixtures and other electrical acc essories.

• Carrying out electrical wiring, connections and minor modification works as required.

• Supporting preventive and breakdown maintenance activities and ensuring safe working practices.

. Checking earthing conditions and record results.

• Any other electrical maintenance work related to the facility, as assigned from time to time.

2) DUTIES AND RESPONSIBILITIES OF ELECTRICIAN:

1.To carry out repairs and maintenance works at HT/LT Electrical Installation of IGMM Factory and colony.

• Assist in the Cleaning, dedusting, routine, preventive and breakdown maintenance of HT/LT substations, transformers, HT/LT panels, switchgear, ACBs, MCCBs, VCBs, and distribution boards.

• To record and monitor electrical parameters such as voltage, current, load, frequency and temperature a nd report abnormalities.

• Carry out routine inspection of electrical panels, cable terminations, busbars, breakers and control circuit s.

• Check for loose connections, overheating, sparking, insulation damage and other electrical abnormalities .

• Assist in preventive and breakdown maintenance of electrical distribution systems.

• Maintain proper housekeeping and cleanliness of substations, LT Panels and associated switchgear.

• Carry out basic inspection of earthing systems, earth connections and earth pits.

3. Electrical Wiring & Cable Work

• Carry out installation, replacement, repair and maintenance of electrical wiring, cables, conduits.

• Undertake laying, dressing, routing, termination and jointing of electrical wires and cables as per site req uirements.

• Carry out cable termination using appropriate lugs, glands, ferrules and termination accessories.

• Identify and rectify faults in electrical circuits, wiring and distribution systems.

• Carry out installation and replacement of MCBs, MCCBs, DBs, switches, sockets, isolators, contactors, rel ays and other electrical accessories.

• Assist in cable pulling and laying for new installations and modification works.

• Ensure proper identification, tagging and dressing of cables and maintain neat and safe cable routes.

4. Street Light Installation & Maintenance

• Installation, replacement and maintenance of street light fixtures, LED lights, flood lights, poles, brackets and associated accessories.

• Carry out wiring and cable connections for street lighting systems.

• Attend to street light breakdowns, including replacement of faulty LED fixtures, drivers, fuses, MCBs, con tactors and cables.

• Inspect street light poles, junction boxes, feeder pillars and electrical connections for damage or deterior ation.

• Carry out installation and maintenance of street light control panels, timers, contactors and automatic/m anual switching arrangements.

• Assist in cable laying, termination and testing for street light circuits.

• Carry out routine inspection to identify non-functional, flickering or damaged street lights and attend to t he same.

• Ensure proper earthing of street light poles and associated electrical equipment.

5. Factory Building & Colony Electrical Maintenance

• Carry out electrical maintenance in residential quarters, offices, workshops, stores, common areas and ot her buildings.

• Repair and replace lights, fans, switches, sockets, regulators, exhaust fans, distribution boards and other electrical fixtures.

• Attend to electrical complaints related to power supply, lighting, wiring, switches and sockets.

• Carry out electrical modifications and installation of additional points as required.

• Maintain electrical installations in common areas, staircases, corridors, parking areas and utility building s.

6. Motors, Pumps & Electrical Equipment

• Carry out basic electrical maintenance of motors, pumps, starters, control panels and associated electric al equipment.

• Check motor connections, starters, overload relays, contactors and control wiring.

• Assist in troubleshooting electrical faults in water pumps, ventilation systems, exhaust systems and othe r utility equipment.

• Carry out replacement of defective electrical components wherever authorized.

7.. Preventive & Breakdown Maintenance

• Carry out scheduled preventive maintenance and inspection of electrical installations.

• Attend to electrical breakdowns and restore supply safely and promptly.

• Identify the cause of electrical faults and carry out necessary corrective action.

• Replace defective components such as fuses, MCBs, contactors, relays, switches, cables, lamps, drivers and other accessories.

• Record maintenance activities, breakdowns and replacement of electrical components.

8. Testing, Inspection & Safety

• Carry out basic electrical testing using appropriate instruments such as multimeter, clamp meter, insulati on tester (megger), phase tester and other electrical testing equipment, as authorized.

• Check continuity, voltage, current, insulation and proper functioning of electrical circuits.

• Ensure proper earthing, polarity and insulation of electrical installations.

9. Works related to general Installation & Modification .

• Assist in new electrical installation, shifting, modification and expansion works.

• Install lighting points, power points, distribution boards, control panels, junction boxes, conduits, cable tr ays and electrical accessories.

• Carry out electrical wiring and connections for newly installed equipment and facilities.

• Assist contractors and IGMM personnel during major electrical installation, testing and commissioning act ivities.

10. Tools, Materials & Housekeeping

• Properly use and maintain electrical tools, testing instruments and safety equipment.

• Ensure proper storage and handling of cables, wires, electrical components, fittings and maintenance ma terials.

• Maintain cleanliness and good housekeeping at work locations after completion of maintenance activities .

• Report requirements for electrical spares, consumables, tools and replacement materials.

11. General Responsibilities

• Attend electrical complaints and maintenance requirements received from different departments and res idential/utility areas or as directed by concerned authorities of IGMM.

• Maintain basic records of daily electrical work, inspections, breakdowns, repairs and material consumpti on.

• Coordinate with supervisors, engineers and authorized agencies for electrical maintenance activities.

• Assist in emergency electrical maintenance and restoration of supply whenever required.

• Perform any other electrical installation, maintenance, repair, testing or related work assigned by the co mpetent authority from time to time.

D) MAINTENANCE OF DOCUMENTATION:

1. Attendance Register: The bidder/bidders deployed manpower will have to follow biometric attendance s ystem attendance and will have to maintain attendance register of his deployed manpower for submission to IGMM authorities at fortnightly duly signed by his deployed employees and IGMM concerned authority e very day at the start of shift and end of shift.

2. Maintenance /breakdown call records registers: The bidders deployed manpower in Colonies will have to maintain a register for above activity wherein the deployed manpower Team will record the breakdowns/re pairs attended by them on day-to-day basis with time required start time/close time, pares/consumable us ed, activity carried out, mentioning quarter number, name of resident, mobile number, nature of work, etc.

3. Spares records register: The bidder deployed manpower will have to maintain inventory record register f or spares received from IGMM and consumed spares. Any spares received

4. Maintenance register: The deployed manpower will keep a register of activities carried out daily. Wherei n day to day repairs/general maintenance activities carried out will be recorded.

E) CONTRACT VALIDITY:

1. The contract shall be valid for a period of 12 months from the date of actual deployment of manpower. The bidder will have to deploy qualified manpower immediately within 15 days of placement of receipt of L etter of Intent/GeM PO /Purchase Order or as per mutually agreed date after submission of below mentione d documents.

2. Extension of Contract in case of exigencies ** Note: In case of exigencies the contract may be extended at the discretion of IGMM for further period of maximum 3 months (25% of contract activities) subject to sa tisfactory performance of the work at the same tendered rate only in writing with mutually agreed terms a nd conditions.

F) Documents to be submitted by successful bidder after placement of LOI/Purchase order: --

List of documents to be submitted to IGMM: --

a. Qualification Certificate of deployed manpower alonwgith valid wireman license of deployed manpower.

b. Adhar card copy of deployed manpower

c. Police verification Certificate of deployed manpower

d. Submission of mobile number, residential address (local and permanent) of deployed manpower.

e. Escalation matrix of bidder firm complete with details like name/s of person/s, mobile number, designati on, email address, Office address for IGMM’s reference.

f. Valid Electrical contractor license in the name of Bidder firm.

G) PAYMENT:

1. The payment shall be released on monthly basis after satisfactory rendering of services and for the actu al number of days work is done, on submission of bills/Original Tax Invoice along with the statutory remitta nce proof.

2. Bills should be submitted on or before 7th of every month for the services rendered during the previous month and payment shall be made within 15 days from the date of receipt, subject to the condition that th e bills are in order. TDS will be deducted as per prevailing rates. The salary must be credited to the deploy ed manpower in IGMM on or before the 5th of every month to their Bank Account through On Line bank tra nsfers only.

H) PENALTY: In case it is found at any time that the contractor has short deployed manpower, he will be lia ble for a penalty which may extend up to Rs.5000/- per event or as per GeM regulations. This penalty will

be in addition to the recoveries on account of each short deployment of manpower. If short deployment of manpower is below 90% of present days out of total working days/month, this clause will be applicable

I) CODE OF CONDUCT, SAFETY SECURITY ASPECTS TO BE FOLLOWED IN MINT PREMISES

1. IGMM is a high security sensitive organization, deployed workmen in IGMM Factory therefore Contractor and his deployed manpower Team will follow all safety and security guidelines of IGMM and IGMM CISF.

2. The deployed manpower will have to carry biometric authentication and will ensure In/Out only of IGMM through valid entry permission and that too through turnstile gates.
3. All the deployed manpower will be permitted for entry in IGMM only after submission of documents as m entioned at point E-2 and as per shift requirements of IGMM.

4. All the deployed manpower will have to follow electrical safety and security protocols while on work.

5. The deployed manpower will not carry out any work without permission of Electrical in charge of IGMM.

6. Contractor and his deployed manpower will have to observe shift timings in rotation as per given shift.

7. The deployed manpower must wear Uniform, Identity badges and Safety Personnel protective equipmen t's while on duty.

8. The deployed manpower will have to follow all prescribed electrical safety procedures while working on energized or isolated equipment.

9. The deployed manpower shall use appropriate PPE and safety equipment and follow permit-to-work, isol ation and lockout/tagout procedures wherever applicable.

10. The deployed manpower ensures proper isolation of electrical supply before carrying out maintenance work.

11. Immediately report any unsafe condition, damaged equipment, exposed wiring or other electrical haza rds.

12. The deployed manpower will follow, lock out Tag Out procedures while working on electrical installations.

13. The deployed manpower will be liable to search while entry and exit as per IGMM Security Policy.

14. The manpower deployed shall not loiter to places other than places assigned for work and shall not res ort to any breach of Security code.

15. The deployed manpower will not be permitted to carry any mobile or any electronic devices inside IGM M premises.

16. The deployed manpower will not divulge any sensitive information, records, details to any outside parti es.

17. The deployed manpower will not leave IGMM premises under the pretext of any work even in IGM Mu mbai residential colony without written permission of Electrical Supervisor/AM(TO)E
18. The Contractor shall ensure that the persons so deployed manpower shall not take out any tools/tackle

s, material / any property of the IGMM out of IGMM premises without a Gate Pass/Written permission sig ned by the designated officials of IGMM with required protocols of CISF IGMM.

J) SPECIAL TERMS AND CONDITIONS OF CONTRACT:

1. The Contractor shall not subcontract/ sublet shares or interest of contract to any party and no sharing or part work under this contract is to be transferred or assigned by the contractor directly or indirectly to any person or persons whomsoever without the consent of India Government Mint, Mumbai.

2. The persons deployed by the Contractor for all intents and purposes and that the persons so deployed s hall remain under the control and supervision of the Contractor and in no case, shall a relationship of empl oyer and employee between the said persons and IGMM accrue / arise implicitly or explicitly.

3. On taking over the responsibility of providing the Manpower services for the scope of work defined here under for colony maintenance, Contractor shall formulate the mechanism and duty assignment of personn el in consultation with IGMM Concerned Official.

4. The Contractor shall further be bound by and carry out the directions/instructions given to him by IGMM concerned official from time to time.

5. IGMM concerned official or any other person authorized by IGMM shall be at liberty to carry out surprise check on the persons so deployed by the Contractor in order to ensure that persons deployed by him are a vailable on duty and doing their duties.

6. In case any of the persons so deployed by the Contractor does not come up to the mark or does not perf orm his duties properly or indulges in any unlawful riots or disorderly conduct the Contractor shall immedi ately withdraw and take suitable action against such persons on the report of IGMM in this respect. Further , the Contractor shall immediately replace the particular person so deployed on the demand of IGMM in ca se of any of the aforesaid acts on the part of the said person.

7. The Contractor shall ensure that deployed manpower is physically fit, has required qualification and exp erience to carry above mentioned works, punctual and disciplined, will remain vigilant in performance of t heir duty, are very well versed with electrical works hazards while working on HT/LT equipment's and devic es.

8. Contractor shall be deemed to understand that, Contractor shall engage medically and physically fit per sons above the age 18 years with good moral character and conduct. Persons so engaged shall be able to assigned task, shall be of integrity, good conduct with excellent trade knowledge and shall not have any P olice/criminal records. The manpower so deployed shall not enter in to any unlawful activity while on duty at IGMM.

9. The Contractor/Agency/Bidder firms shall have their representative accessible either by person or by ph one/Mobile/email during or after office hours. Representative of agency will attend or report to HR/In charg e maintenance department immediately as and when directed. They will personally attend any meeting/di scussion as per instructions from IGMM and shall supervise the works for satisfactory performance of all th eir personnel under contract.

10. The Contractor/Agency/Bidder firm shall allow inspection and checking of all their Statutory records by IGM Mumbai.

11. IGMM stands indemnified from any claims that the vendor's manpower may opt to have towards the di scharge of their duties in the fulfilment of contract and from any compensation arising out of accidental inj ury sustained by the Bidder firm/vendors manpower while discharging their duty towards fulfilment of cont ract.

12. The Contractor shall be required to maintain a permanent attendance register, which will be open for i nspection and checking by the authorized officers of IGMM.

13. The Contractor shall take all reasonable precautions to prevent any unlawful riots or disorderly conduc t or acts of his employees so deployed and ensure preservation of peace and protection of persons and pro perty of IGMM Colonies.

14. The Contractor/Bidder firm is bound to prohibit and prevent any of their employees from being in intoxi cated condition while on duty, trespassing or acting in any way detrimental or prejudicial to the interest of IGMM. The decision of IGMM on matters arising under the clause will be final. Further, the Contractor shall ensure that no financial or any other liability comes on IGMM in this respect of any nature whatsoever and shall keep IGMM indemnified in this respect.

15. If the Contractor or any of his employees violates any of the terms and conditions or commits any fault or their services are not to the entire satisfaction of the officer authorized by IGMM in this behalf, a penalty leading to a deduction up to a maximum of 10 % of the total amount of bill for a particular month will be i mposed.

16. The Contractor shall be responsible for faithful compliance of the terms and conditions. In the event of breach, the same may be terminated without any notice and the security deposit will be forfeited and furth er the work may be got done from another agency at their risk and cost.

STATUTORY COMPLIANCES:

1. The Contractor/Agency/Bidder firm has to ensure payment of wages under payment of Wages Act issued by GOI, Ministry of Labor & employment Office and other Statutory obligations such as PF, ESI etc. to its d

eployed employees (As on date and revised from time to time).

2. The Contractor/Agency/Bidder firm must pay wages on time as per Contract labor Act & Payment of wages Act. Penalty will be imposed on delayed payment @ Rs.100/day for default period, subject to a maximum of 1% of Contract value in first instance. Thereafter, 2% of contract value in second instance and 3% of contract value in case of third and beyond instance/s. Levy of penalty does not abrogate contractor from his responsibility for disbursement of wages as per the Payment of Wages Act. IGMM will not be liable for any damage or compensation payable.

3. The Contractor/Agency/Bidder firm should be registered under P.F, E.S.I, GST, Service Tax Act and copies of Certificate should be endorsed accordingly.

4. The Contractor/Agency/Bidder firm shall at his own cost, if required, take necessary insurance cover for their deployed manpower in respect of aforesaid services rendered to IGMM.

5. The Contractor/Agency/Bidder firm shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act, 1970.

6. The Contractor/Agency/Bidder firm shall comply in the respect of Employees State Insurance Act; Workman’s Compensation Act, 1923; Payment of Wages Act, 1936; The Employees Provident Fund (and Miscellaneous Provisions) Act, 1952; Payment of Bonus Act,1965; The Minimum Wages Act, 1948; Employer’s Liability Act, 1938; Employment of Children Act, 1938 and / Seal and Signature. or any other Rules/regulations and / or statutes that may be applicable to them and shall further keep IGMM indemnified from all acts of omission, fault, breaches and /or any claim, demand, loss, injury and expense arising out from the non-compliance of the aforesaid statutory provisions on account of Contractor’s failure to fulfill any of the obligations hereunder and /or under the said Acts, rules / regulations and or any bye-laws or rules framed under or any of these, IGMM shall be entitled to recover any of such losses or expenses which it may have to suffer or incur on account of such claim, demands, loss or injury from the Contractor’s monthly payments and dues.

7. The Contractor/Bidder firm will comply all Statutory provisions of Law, rules and regulations and keep IGMM informed about any amendments in the Law from time to time.

8. The Contractor shall submit the proof of having deposited the amount of contribution claimed by him on account of ESI & EPF towards the persons deployed at IGMM in their respective names before submitting the bill for the subsequent month.

9. In case the Contractor fails to do so, the amount claimed towards ESI & EPF contribution will be withheld till submission of required documents. In case the ESI & EPF already paid by IGMM is not remitted, IGMM s

hall recover all such sum from his dues from IGMM.

10. The Contractor shall particularly abide by the provisions of the Minimum Wages Act, 1948 with Rules 1950 framed there-under, as amended from time to time on the rates, terms and conditions as approved by Maharashtra State Governments Minimum Wages Act/Central Govt. Wages Act, as applicable to Fort, Mumbai.

11. The Contractor shall make the payments of wages, etc. to the persons so deployed on the specified day and shall on demand furnish copies of Bank transfers/wages register/ muster roll, etc. to IGMM for having paid all the dues to the persons deployed by him for the work under the agreement. This condition is imposed on the Contractor to ensure that he is fulfilling his commitments towards his employees so deployed under various Labour Laws, having regard to the duties of IGMM in this respect as per the provisions of Contract Labour (Regulation and Abolition) Act, 1970.

12. The Contractor shall comply with or cause to be complied with the Labour regulations from time to time in regard to payment of wages, wage period, deductions from wages, recovery of wages not paid and deductions unauthorized made, maintenance of wages book, wage slip, publications of scale of wages, and terms of employment, inspection and submission of periodical returns.

13. The Contractor shall deploy his persons in such a way that they get weekly rest, the working hours / leave for which the work is taken from them, under relevant provisions of shops and establishments Act.

14. The Contractor shall in all dealings with the persons in his employment have due regard to all recognized festivals, days of rest and religious or other customs.

15. In the event of the Contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of Contract Labour (Regulation and Abolition) Act,1970 as amended from time to time or furnishing any information or submitting or filling any statement under the under the provisions of the said regulations and rules which is materially incorrect, the bidder shall without prejudice to any other liability pay to the IGMM a sum as may be claimed by IGMM.

16. The Contractor shall keep IGMM indemnified against all claims whatsoever in respect of the employees deployed by the Contractor. In case any employee of the Contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the Contractor to contest the same. In case the Institute is made party and is supposed to contest the case, IGMM will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses, which shall be paid in advance by the Contractor to IGMM on demand.

17. The Contractor persons shall not claim any benefit/ compensation /absorption/ regularization of service from this office under the provisions of Industrial dispute act 1947 or Contract labor (Regulation and abolition) Act 1970.Undertaking from the deployed persons to IGMM shall be submitted by the Contractor/Bidder firm to IGMM before deployment of manpower.

18. The Bidder shall be solely responsible for any damages to IGMM colony and IGMM factory property by him or his deployed employees and shall be liable to indemnify IGMM against damage/loss that may be caused to the life or property due to negligence or otherwise of bidder/deployed employees in discharge of his obligations. The Successful bidder will have to provide Police Verification report of his deployed manpower at the time of start of commencement of contract.

19. The arrangements of stay, food, medical and other statutory requirements including day to day transportation of bidder’s deployed employees is the responsibility of Bidder firm.

20. The bidder or his deployed manpower during normal course of their activities in IGMM shall not resort to any theft, illegal activity, trespassing, unscrupulous activity, or any activity banned in IGMM or under any law. In case of any loss or theft because of any such Act of bidder or his deployed manpower, shall be liable for punishment as per relevant laws and Acts. Furthermore, such losses to IGMM shall be made good by the Contractor/Agency/Bidder firm and failure to pay on the part of The Contractor/Agency/Bidder firm within a period of 30 days, the loss shall be made good by encashment of bank Guarantee and if the amount of loss or damage exceeds the amount of Bank Guarantee, then remaining amount shall be recovered from amount standing due and payable to The Contractor/Agency/Bidder firm.

N) GENERAL TERMS & CONDITIONS:

1. The Contractor shall provide continuous services 24 hours a day on all days of the year as mentioned in manpower requirement.

2. The Bidder firm must have Valid Electrical contractor license issued by State Government, State PWD or CPWD and needs to be submitted along with Bid.

3. The bidder must provide the required tools and tackles including Long and short insulated screw drivers, pliers, Test lamps, Electrical Testers to deployed manpower.

4. To have clear idea of IGMM's nature & scope of work, including location, site approach, the bidders may visit IGMM with prior intimation to avoid any ambiguity at latter stage. Any claim on any underestimation, under visualisation regarding scope and nature of duties will not be accepted at latter stage. Along with Bid, bidder will have to give an undertaking that, they have visited/not visited IGMM premises and understood complete scope of work and have no complaints as regards to entire scope of work including its all terms and conditions.

5. The Bidders deployed personnel shall not mix or establish any contacts with IGMM's employees or do any undue favours or any private work other than direction of concerned section In Charge of IGMM during the specified workings hours.

6. The Contractor shall be primarily responsible to co-ordinate and liaison with IGMM management.

VIII]. The Bidder has to submit documents as per the following Check list as given below along with the Technical bid Documents:

1	Documentary evidence towards **Qualification/ Eligibility Criteria as per Clause I of Buyer Added Bid Specific ATC.** Documentary evidence towards **Financial data i.e. audited Balance sheets and Profit & Loss account statements** duly authenticated by a Chartered Accountant/ Cost Accountant in India of last three financial years i.e. FY 2022-2023, FY 2023-2024, FY 2024-2025
2	Duly sealed and signed scope of work , duties and responsibility as per bid
3	Documentary evidence towards **GST Registration Certificate** & copy of **PAN of bidder.**
4	Documentary evidence against payment of EMD (Relevant certificate if requesting exemption)
5	MSE certificate/ Start up certificate if claiming for exemption against experience and turnover criteria and EMD only.
6	Undertakings towards **clause II** of Buyer added Bid specific ATC
7.	EPF registration certificate in company's name
8.	ESI certificate in company's name
9.	Proof of availability of office of service provider in Maharashtra
10.	valid Electrical contractor license from State Government/CPWD/PWD.
11.	Any other document as per tender, if required.

"Anti-Bribery Management System (ABMS): *By participating in this tender, the suppliers/Vendors/ Contractors are deemed to have undertaken that they shall not give or take, any financial or non-financial bribe, to or from anyone during the tender or during the execution of the contract thereafter and if they notice any such incident happening, they shall report it to Vigilance."*

7. **Generic**

OPTION CLAUSE 25% : 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, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel

the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. 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.
14. 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 catalogues 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. 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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-

compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

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 कार्रवाई 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---