



Bid Number/बोली क्रमांक (बिड संख्या)[:] GEM/2024/B/4539500 Dated/दिनांक : 15-02-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण			
Bid End Date/Time/बिंड बंद होने की तारीख/समय	16-03-2024 15:00:00		
Bid Opening Date/Time/बिंड खुलने की तारीख/समय	16-03-2024 15:30:00		
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)		
Ministry/State Name/मंत्रालय/राज्य का नाम	Pmo		
Department Name/विभाग का नाम	Department Of Atomic Energy		
Organisation Name/संगठन का नाम	Uranium Corporation Of India Limited		
Office Name/कार्यालय का नाम	Jaduguda		
ltem Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Skilled; Admin; Admin Officer , Manpower Outsourcing Services - Minimum wage - Semi-skilled; Admin; Multi-tasking Staff		
Contract Period/अनुबंध अवधि	1 Year(s)		
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	7 Lakh (s)		
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 Year (s)		
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes		
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes		
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes		
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer		

Bid Details/बिड विवरण		
Bid to RA enabled/बिंड से रिवर्स नीलामी सक्रिय किया	No	
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	2 Days	
Estimated Bid Value/अनुमानित बिड मूल्य	2135759.29	
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation	
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes	

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाईजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	25000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%)/ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	18

- (a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित 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।
- (b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी:

UCIL

PO-JADUGUDA MINES, EAST SINGHBHUM, JHARKHAND - 832 102 (Uranium Corporation Of India Limited)

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.

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

PRICE BREAK UP FORMAT - 1706330784.xlsx

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages $Act:\frac{1706331150.pdf}{}$

Scope of work & Job description: 1707978131.pdf

Manpower Outsourcing Services - Minimum Wage - Skilled; Admin; Admin Officer (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification Values				
Core				
Skill Category	Skilled			
Type of Function	Admin			
List of Profiles	Admin Officer			
Educational Qualification	Graduate			
Specialization	Commerce , Arts , Science			
Post Graduation	Not Required			
Specialization for PG	Not Applicable			
Experience	0 to 3 Years			
State	NA			
Zipcode	NA			
District	NA			
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			
Designation Dak Supervisor				

Ad	ditional	Specification	Document	:s/अतिरिक्त	विशिष्टि	दस्तावेज
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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	Stanley Romeo Hembrom	700019,URANIUM CORPORATION OF INDIA LTD, 8C,Galaxy Tower, 25B, Mandiville Gardens, Kolkata,WB-700019	1	 Minimum daily wage (INR) exclusive of GST: 751 Bonus (INR per day): 62.56 EDLI (INR per day): 3.76 EPF Admin Charge (INR per day): 3.76 Optional Allowances 1 (INR per day): 0 Optional Allowances 2 (INR per day): 0 Optional Allowances 3 (INR per day): 0 Optional Allowances 3 (INR per day): 0 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 ESI (INR per day): 24.41 Provident Fund (INR per day): 90.12 Number of working days in a month: 26 Tenure/ Duration of Employment (in months): 12

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Admin; Multi-tasking Staff (6)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Skill Category	Semi-skilled
Type of Function	Admin

Specification	Values		
List of Profiles	Multi-tasking Staff		
Educational Qualification	Secondary School		
Specialization	Not Required		
Post Graduation	Not Required		
Specialization for PG	Not Applicable		
Experience	0 to 3 Years		
State	NA		
Zipcode	NA		
District			
Addon(s)/एडऑन			
Additional Deta	ils/अतिरिक्त विवरण		
Title for Optional Allowances 1	0		
Title for Optional Allowances 2	0		
Title for Optional Allowances 3	0		
Designation	Dak Recorder and Dispatcher		

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
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Stanley Romeo Hembrom	700019,URANIUM CORPORATION OF INDIA LTD, 8C,Galaxy Tower, 25B, Mandiville Gardens, Kolkata,WB-700019	6	 Minimum daily wage (INR) exclusive of GST: 628 Bonus (INR per day): 52.31 EDLI (INR per day): 3.14 EPF Admin Charge (INR per day): 3.14 Optional Allowances 1 (INR per day): 0 Optional Allowances 2 (INR per day): 0 Optional Allowances 3 (INR per day): 0 Optional Allowances 3 (INR per day): 0 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 ESI (INR per day): 20.41 Provident Fund (INR per day): 75.36 Number of working days in a month: 26 Tenure/ Duration of Employment (in months): 12

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

1. 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.

2. Buyer Added Bid Specific Scope Of Work(SOW)

SCOPE OF WORK

JOB DESCRIPTION: Uranium Corporation, a public sector undertaking under the administrative control of Deptt. of Atomic Energy having its head quarter at Jaduguda Mines in the east Singhbhum district of Jharkhand.

The deployed manpower should be experienced and shall be capable to undertake the assigned job without any sort of training.

The daily jobs includes following:

- 1) The collection of dak within all the units of UCIL at Jharkhand i.e. Jaduguda, Bhatin, Bagjata, Narwapahar a nd Turamdih. The dak would be collected and delivered twice in a day i.e. at 9.00 AM and 11.00 AM. The d eployed staff shall be responsible for safe and timely collection and delivery of dak in each unit/s during th e shifts.
- 2) Collection and distribution of dak of intra units i.e. from Jaduguda to Bhatin to Narwapahar to Turamdih an d Jaduguda to Bagjata and vice versa shall be done once in a day.
- 3) The deployed staff shall also provide the miscellaneous service at Jamshedpur such as deposit of cheques in different banks, collection of cheque books from different banks, submission of Government Challans at Treasury for due authorization and subsequent deposit of challans and cheques in the Banks, other misc. jo bs with the Banks, Handing over of files/documents at Sales Tax Consultants/In- come Tax Con sultants, Deposits of cheques with JSEB, any other job as may be decided by the Management from time to time.
- 4) In addition to this the deployed staff shall also provide service for Post Office work, Court work, BSNL, IND ICOM & AIRTEL Office work etc. or any other job as may be decided by the Management from time to time from Jaduguda to Narwapahar, Turamdih to Jamshedpur and vice-versa in a day including miscella neous courier service at Jamshedpur.
- 5) The contractor should deploy only such person/s who are cautious, skilled and experienced in their respec tive work and whose qualification and experience is as per the tender requirement.
- 6) However, relaxations in qualification and experience may be considered by the management on case-to-c ase basis for highly deserving candidates found suitable for the allotted job.
- 7) The Personnel to be deployed will have to work in General Shift and Special Shift.
- 8) The daily working time will be as under or may be decided by the management, from time to time.

Shift	Work Timings
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A Shift	08.30 AM to 01.00 PM	
&	and	
General Shift	02.00 PM to 05.30 PM	
		4
B (Special) Shift	As and when required for 8 work hours	

- 9) UCIL may also at its own discretion completely change the allocation of persons at any of the loca tions or in any of the shifts indicated above and may inter-change the nature of work assigned to a ny of these persons.
- 10) UCIL may also at its own discretion allocate any or all of the above persons for any other nature of work at any other place and at any other time which may be totally different from what is indicate d above.
- 11) **RESOURCES**: Contractor shall have to provide full time personnel. The necessary documents regarding th eir qualifications and experience should be submitted along with acceptance letter of work order.
- 12) If the regular person is going on leave or remain absent, then the contractor have to make alternate arran gement and the alternate person deputed shall have to get full feedback regarding works from the person who is absent or going on the leave.
- 13) Contractor shall furnish details of the qualifications and experience of all proposed contract employees including their experience in maintenance of communication system.
- 14) The contractor shall maintain log-book of the job carried out by them.
- 15) Out of the **07 Nos.** of manpower to be engaged by the contractor the breakup with respect to deployment shall be as follows:

No of Manpower	Daily deployment
01 No. Skilled Personnel	Supervisor to monitor overall Dak dispatch works and any other works assigned by the management
02 No's Semi-Skilled Personn el	One each at Narwapahar Unit and Turamdih Unit for exec uting work within the respective unit.
01 No. Semi-Skilled Personnel	Executing work related to various offices at Jamshedpur/P otka/ Ghatsila/Mosabani etc.
03 Nos. Semi-Skilled Personn el	At Jaduguda Unit for executing work within the unit.

16) Tentative daily manpower utilization:

- a. The deployed manpower shall move all dispatch from head office Jaduguda in a vehicle provid ed by company, on daily basis to Bhatin, Narwapahar, and Turamdih and bring back dispatches from these locations to head office.
- b. Daily in the afternoon, the deployed manpower shall move dispatch in a vehicle provided by th e company from Jaduguda to Bagjata and bring back dispatch from Bagjata to Jaduguda.
- c. Similarly, dak and consignments to the assigned courier companies related to various offices si tuated at Jamshedpur/ Potka/ Ghatsila/Mosabani etc. shall be taken on daily basis.

d. The approximate distance and location of all UCIL units is as follows:

Tatanagar Railway Station ----- 05 Kms ----- UCIL Turamdih Unit ---- 12 Kms ----- UCIL Narwapahar Unit ----- 10Kms ---- UCIL Bhatin unit ------ 03 Kms ----- UCIL Jaduguda unit ----- 35 KMs ----- UCIL Bagjata unit



3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document Click here to view the file.

4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Pre-Qualification Criteria (PQC)

The Pre-Qualification Criteria for this tender are as follows. The bids of tenderers which do not fulfil the Pre-Qualification Criteria (both Financial & Experience Criteria) shall be summarily rejected.

Type Requirements	5
(Prior Turnov er) at least R evious) th 2022-202 3. Note - The B	er should have Average Annual Financial Turnover of s. 7,00,000/- (Rs. Seven Lakhs only) during last (provee (03) financial years (2020-2021, 2021-2022 and 3) ending 31 st March of the financial year 2022-202 Bidder must submit Latest ITR (Income Tax Return) / Annual Report Balance-sheet and Profit & Loss Account Statement to prove its inding/capability.

PQC - 2 (Prior Experie nce)

- (i) The bidder should have Experience of having successfully completed Similar works during last seven (07) years ending the last day of month previous to one in which the applications/bids are invited should be either of the following
 - a) **Three (03)** no. of Similar completed works each costing not less than **Rs.8,60,000**/-

OR

b) **Two (02)** no. of Similar completed works each costing not less than **Rs.10,70,000**/-

OR

c) One (01) Similar completed work costing not less than R s.17,10,000/-

Similar Work means – Supply of manpower or manpower services to any G overnment Departments, or Govt. Autonomous bodies, or Educational Institution, or Public Sector (Central or State) undertakings or any Private Institution, Hotel, Lodges, etc.

<u>Note</u> - The bidder must submit valid copies of *Work orders along with Completion Certificates* for each similar completed work to prove its experience.

- ii) The bidder must have valid MSME/SSI/NSIC Certificate (if applicable), PAN, GS T, ESIC and EPFO registration certificates, etc.
- iii) **GEOGRAPHIC PRESENCE:** The bidder should have its registered office or at least one registered branch office located and registered within the geograph ical limits of **Jharkhand State**.

Note - Documentary evidence need to be provided to prove the geological p resence either in the form of Municipality Trade License or any other similar document, as follows:

- (i) Trade License issued by the local authority in the name of Firm **OR**
- (ii) Landline Bills for last one year in the name of Firm OR
- (iii) Electricity bills for last one year in the name of Firm **OR**
- (iv) GSTIN registration certificate in the name of Firm **OR**
- (v) Udyam/MSME/NSIC certificate in the name of Firm.

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---