



Bid Number/बोली क्रमांक (बिड संख्या): GEM/2025/B

Dated/दिनांक : 0

**Bid Document/ बिड दस्तावेज़**

<b>Bid Details/बिड विवरण</b>	
<b>Bid End Date/Time/बिड बंद होने की तारीख/समय</b>	19-03-2025 15:00:00
<b>Bid Opening Date/Time/बिड खुलने की तारीख/समय</b>	19-03-2025 15:30:00
<b>Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)</b>	180 (Days)
<b>Ministry/State Name/मंत्रालय/राज्य का नाम</b>	Ministry Of Finance
<b>Department Name/विभाग का नाम</b>	Department Of Financial Services
<b>Organisation Name/संगठन का नाम</b>	State Bank Of India (sbi)
<b>Office Name/कार्यालय का नाम</b>	Lho Maharashtra
<b>क्रेता ईमेल/Buyer Email</b>	buyer606.sbis.mh@gembuyer.in
<b>Item Category/मद केटेगरी</b>	Facility Management Services - LumpSum Based - Comme Housekeeping, Pest Control Service; Consumables to be provided by service provider (inclusive in contract cost)
<b>Contract Period/अनुबंध अवधि</b>	1 Year(s)
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)</b>	17 Lakh (s)
<b>Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष</b>	7 Year (s)
<b>Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है</b>	Yes
<b>MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट</b>	No
<b>Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट</b>	No
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>	No

Bid Details/बिड विवरण	
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Floor Price/न्यूनतम मूल्य	This bid has been created/published with floor price(minim value) selected by the Buyer. Service Providers are advise quote above the minimum floor value.
Estimated Bid Value/अनुमानित बिड मूल्य	5604000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

#### EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	56040

#### 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).	12

(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 are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छू बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा 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 यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

#### Beneficiary/लाभार्थी :

Chief Manager

LHO MAHARASHTRA, Department of Financial Services, State Bank of India (SBI), Ministry of Finance  
(State Bank Of India Administrative Office Pune)

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of 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 turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of 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.

2. 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 Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to 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 Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. Buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of 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 the credentials of the service provider are validated on-line in GeM profile as validated and approved by the Buyer after evaluation of submitted documents.

4. 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.

5. 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.
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost.
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 Bid - [1741173674.xlsx](#)

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Details of the premise:**[1741175192.pdf](#)

**Scope of work:**[1741176634.pdf](#)

**Facility Management Services - LumpSum Based - Commercial; Housekeeping, Pest Control Service; Consumables To Be Provided By Service Provider (inclusive In Contract Cost) ( 1**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Premises	Commercial
Type of services required	Housekeeping , Pest Control Service
Cost for Consumables/ Materials	Consumables to be provided by service provider (inclusive in contract cost)
Service component	Cleaning & Sanitation , Gardening , General Pest Control , Rodent control , Termite Control (Spot treatment/ drilling treatment) , Vector control (mosquitos/ insects) , Cockroach control , Fumigation Waste Management
<b>Addon(s)/एडऑन</b>	

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र.सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता
1	Deepak Anandrao Rokade	411037,Zonal Office, Sharda Chambers, Shankar Sheth Road, Pune-411037	1	N/A

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

##### 1. Generic

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

##### 2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Sr. No.	Particulars	Details
1	SECURITY DEPOSIT (SD) IN THE FORM OF DD or BG	The successful bidder whose tender is accepted shall be bound to deposit 5% of contract amount as security deposit

2	<p><u>SOFT COPIES SUBMISSION</u></p> <p>DOCUMENTS TO BE UPLOADED IN GEM PORTAL. (If not uploaded, tender will be rejected)</p>	<ol style="list-style-type: none"> <li>1. EMD 'DD'</li> <li>2. SIGNED &amp; STAMPED TECHNICAL</li> <li>3. VALID PROOFS &amp; CREDENTIALS FOR PIFICATION OF VENDOR</li> </ol>
3	<p><b><u>HARD COPIES SUBMISSION</u></b></p> <p><b>PHYSICAL DOCUMENTS TO BE SUBMITTED AT:</b></p> <p>(Physical submission of original EMD is mandatory within prescribed timeline. If not received, bid will be rejected.)</p>	<ol style="list-style-type: none"> <li>1. ORIGINAL EMD 'DD'</li> <li>2. SIGNED &amp; STAMPED TECHNICAL</li> <li>3. VALID PROOFS &amp; CREDENTIALS FOR PIFICATION OF VENDOR</li> </ol> <p><b>CHIEF MANAGER- HR, STATE BANK II ADMINISTRATIVE OFFICE 3<sup>rd</sup> FLOOR SHARADA CHAMBERS SHANKARSHE D PUNE 411037</b></p>
<p><b>Pre-qualification criteria of vendor for bidding this tender</b></p>		
4	<p>Criteria-1 (Work Experience)</p>	<p>Vendors with valid government registrations &amp; or providing manpower services and having experience in the similar field of service i.e. providing AMC for Housekeeping &amp; cleaning services in <b>Government Departments / Public Sector undertakings</b> (Central/ State)/ reputed pvt. Institutions for the last Five consecutive years in the following manner.</p> <p>Having successfully completed</p> <ol style="list-style-type: none"> <li>1 (one) AMC service of value not less than <b>Rs.40 Lacs</b></li> </ol> <p style="text-align: center;">OR</p> <ol style="list-style-type: none"> <li>2 (Two) AMC services of value not less than <b>Rs.20 Lacs</b></li> </ol> <p style="text-align: center;">OR</p> <ol style="list-style-type: none"> <li>3 (Three) AMC services of value not less than <b>Rs.10 Lacs</b></li> </ol> <p><b><u>Both work orders and work completion certificate issued by the principal employer of special value should be furnished failing which the bid will be rejected.</u></b></p> <p>(format given in Annexure-B to be filled up)</p>
5	<p>Criteria-2 (Financial)</p>	<p>The bidder should have a minimum average turnover of <b>Rs 17 Lakhs</b> for the previous three years i.e. 2021-22, 2022-23, 2023-24 (as on 31-03-2024). Audited Balance Sheet (by Chartered Accountant) for the previous years establishing the turnover criteria should be attached.</p> <p>(format given in Annexure-C to be filled up)</p>

6	Criteria-3 (Location)	Bidder should have their registered office in Maharashtra state.  (Format given in Annexure D to be filled up)
7	Criteria-4 (Integrity)	The bidder firm should not have been indicted for criminal, fraudulent or anti-competition activity or been blacklisted by any Govt. Departments//P or which the bidder has to submit a Declaration effect signed by the authorized signatory of the firm. (format given in Annexure-D to be filled up)
8	Tie Bid or Multiple L1 Bids	If more than one bidder is ranked L1 in the GeM and multiple L-1 bidders have quoted the same price, the selection amongst the L1 bidder will be made through the L1 selection Algorithm executed by GeM system / Run L1 selection (Auto run option)
9	PRICE-BREAK-UP	The Bidders may note that the quoted tender amount should be same in both GeM portal and the price break-up sheet (strictly as per the given price-bid format) duly signed & stamped.  If there is any difference between the total tender amount quoted in GeM portal and the price-break-up sheet, the tender will be summarily rejected.  If there is any difference in the format of the price break-up sheet loaded in the Gem portal. The tender will be rejected.

## Disclaimer/अस्वीकरण

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

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category being bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders

service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Reverse Auction Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this contract, the seller can raise their representation against the same by using the Representation window provided in the bid details field 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.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts including but not limited to all Labour Laws 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. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per the Contract.**

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

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance with the laws of the respective country. 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 अंतर्गत 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 लेने वाले बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**