

## बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	09-07-2025 17:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	09-07-2025 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Science And Technology
विभाग का नाम/Department Name	Department Of Science And Technology (dst)
संगठन का नाम/Organisation Name	Sree Chitra Tirunal Institute For Medical Sciences And Technology (sctimst)
कार्यालय का नाम/Office Name	Thiruvananthapuram
वस्तु श्रेणी /Item Category	Custom Bid for Services - 800000
समान श्रेणी/Similar Category	<ul style="list-style-type: none"><li>Operation and Maintenance Of Electrical Systems/Electrical Installations</li></ul>
अनुबंध अवधि /Contract Period	1 Year(s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience and Turnover	Yes   Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years Of Experience and Turnover	Yes   Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
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
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

**ईएमडी विवरण/EMD Detail**

आवश्यकता/Required	No
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**ईपीबीजी विवरण /ePBG Detail**

आवश्यकता/Required	No
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**विभाजन/Splitting**

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

**एमआईआई अनुपालन/MII Compliance**

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

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be exempted 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 exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover, shall upload the supporting documents to prove his eligibility for exemption.
3. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
4. If the bidder is a DPIIT registered Startup, the bidder shall be exempted 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 exempted from the "OEM Average Turnover" criteria

also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall upload the supporting documents to prove his eligibility for exemption.

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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to 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 the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

6. 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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

7. 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.

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

**Scope of Work:**[1750236453.pdf](#)

**GEM Availability Report ( GAR):**[1750236454.pdf](#)

**Buyer's Competent Authority Approval:**[1750236469.pdf](#)

**Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:**[1750236480.pdf](#)

**Payment Terms:**[1750236514.pdf](#)

#### Custom Bid For Services - 800000 ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	800000
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>एडऑन /Addon(s)</b>	

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Trivandrum, Thiruvananthapuram, 695011	1	N/A

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

### 1. Generic

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

### 2. Generic

**Manufacturer Authorization:**Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

### 3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

**TENDER DOCUMENTS FOR THE CONTRACT FOR CARRYING OUT MAINTENANCE OF ELECTRICAL AND RELATED INSTALLATIONS IN THE QUARTERS CAMPUS OF THE INSTITUTE AT KUMARAPURAM, MEDICAL COLLEGE P.O, THIRUVANANTHAPURAM-11**

## Terms and Conditions

### General

1. The contract will be normally for a period of one year from the date of agreement made between the Director, Sree Chitra Tirunal Institute for Medical Sciences and technology, Thiruvananthapuram-11 and the Contractor.
2. The contractor and the employees detailed by him should have communication facility, preferably mobile phones, accessible round the clock. Irrespective of day or night, the contractor or his employees should be available for attending the works, as and where arises or assigned.
3. The contractor should provide the service of round the clock (24 hours) electrical maintenance works in the Institute's quarter's premises at Kumarapuram, Medical College P.O Thiruvananthapuram-695011.
4. Wherever found necessary, additional suitable manpower should be made available for carrying out works within the responsibility under the contract. The contractor shall be responsible for maintenance work in the existing electrical installations in the quarters campus.
5. The contractor should see that personnel with sufficient knowledge and experience for the nature of work, and good behavior are assigned. The personnel deployed shall have a minimum qualification of ITI and documented experience of 2 years after attaining the qualification. The contractor is responsible for making all the statutory payments payable to his staff or otherwise.
6. Insurance if any necessary as per prevailing rules of the Government should be arranged by the contractor at his cost in respect of any injury in the course and out of their work. The contractor or the workers engaged by him shall not claim any damages or compensation or reimbursement of any expenses which is incurred by them either by compensation to the workers engaged/ deployed for the contract work in the Institute or otherwise. Prior to the release of first payment documentary evidence of insurance in the name of the personnel deployed shall be submitted.
7. Personnel on duty should possess ID cards issued by the contractor and countersigned by the Security Officer of the Institute.
8. Monthly lump sum contract value should be quoted and the contract value quoted should be valid for the entire contract period. Request for upward revision of contract amount within the contract period will not be considered and the amount quoted should be **inclusive of all taxes etc.**
9. The contract may be terminated on three months notice by the Director without assigning reason.
10. The contractor may discontinue the contract after three months from the date of giving in writing to that effect.
11. The contractor or his representative should report in person on a daily basis or as desired by Head of the Department (H.O.D) / engineer concerned of DCE and apprise work related matters. No allowance or vehicle will be provided for such visits.
12. It is to be specifically understood that the Institute shall not have any employee- employer relationship between the person/s engaged /deployed by the contractor for fulfilling the obligations under the contract and that those persons are not employees of the Institute.
13. Statutory payments (present and future) if any admissible to the staff engaged by the contractor should be born by the contractor.
14. The contractor will be responsible to cover his staff under insurance for personal accidents or death.

## Technical

1. The contractor should arrange necessary tools, ladders, testing accessories etc. required for the work. 24 hours contact telephone number.
2. Materials required for the work will generally be issued from the institute stores, on recommendation by the concerned engineer. If any material is out of stock at institute and is essential, should be procured by the contractor after informing concerned at DCE and complete the work. Such amount may be reimbursed from institute by producing bill and support documents.
3. The contractor may take up related works if any desired by the occupants of the quarters which are not bound to be done by the Institute. Such works may be done by the contractor/ his employee and reasonable charges levied from the occupants. However, this should no way affect the assigned duties of the contractor.
4. No addition, removal, alteration etc. on existing installations within the quarters premises should be done without obtaining written consent form DCE.
5. Suitable supervisory staff from DCE shall visit the quarters once in two weeks/any situation so warrants to see that proper maintenance is done by the contractor.
6. In case of any doubts regarding personal works to be attended in a quarter, instructions given by the engineer shall be taken as final.

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## **Duties / Work entrusted to the contractor**

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1. Day-to-day electrical maintenance reported in writing by the occupants of the Quarters. Materials required should be collected from the Division of Clinical Engineering (DCE) against production of complaint reports.
2. Check for proper lighting in the campus & general areas of all types of quarters. Switching On and Off of lights in the campus and public area.
3. Inspect and clean electrical and other installations in general, get defects rectified through DCE.
4. Provide required assistance to residents on related works.
5. Operate the water pumps installed in the pump houses to ensure round the clock availability of drinking water in all the water tanks, avoiding any wastage of drinking water.
6. Check generator, Lifts, water pumps etc. for satisfactory working and carry out preventive maintenance.
7. The defects should be noticed, informed DCE, obtain spares/gadgets, and rectify the faults:
8. DCE should be apprised of the status of maintenance on a daily basis in person.
9. Non -availability / defects of electricity and water supply systems, Lifts etc. should be informed to K.S.E.B/Water authority/Lift company respectively under intimation to DCE and try to get resolved as early as possible. Handover the electricity bills to the concerned inmates/DCE.
- 10, Log books of maintenance, batteries, diesel, Lifts etc. should be maintained and updated
- 11, Personnel on duty should have experience in operation of passenger lifts and rescuing passengers trapped in lift.
  
- 12, Areas covered under contract: - All the buildings (A, B, C, D, family quarters, PG hostel, new residents hostel, Reception building).

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## **Payments**

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The monthly contract amount will be released on satisfactory completion of responsibilities on monthly basis against submission of bill/ invoice/ request by the contractor to the Medical Superintendent, through the HOD, DCE.

Director's decision will be final and binding on any matter pertaining to this contract.

Further information or clarification, if required, can be had from the Division of Clinical Engineering.

**The firm should have a functional office at Thiruvananthapuram.**

**H.O.D, Division of Clinical Engineering**

## अस्वीकरण/**Disclaimer**

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. 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 such bids 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 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. (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 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.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. 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 catalogs 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 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 / rules 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 GeM Contract.**

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---