

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	14-07-2026 18:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	14-07-2026 18:30:00
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
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :sm.sctimst-ker@gov.in Buyer Email id: buycon25.sctimsts.kl@gembuyer.in
वस्तु श्रेणी /Item Category	Manpower Outsourcing Services - Minimum wage - Unskilled; 10th standard pass or equivalency certificate issued by the appropriate authorities; Others , Manpower Outsourcing Services - Minimum wage - Semi-skilled; 10th standard pass or equivalency certificate issued by the appropriate authorities; Others , Manpower Outsourcing Services - Minimum wage - Semi-skilled; ITI; Others , Manpower Outsourcing Services - Minimum wage - Semi-skilled; ITI; Non-IT Technical , Manpower Outsourcing Services - Minimum wage - Semi-skilled; Graduate; Others
अनुबंध अवधि /Contract Period	2 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	1676 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete

बिड विवरण/Bid Details	
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/ Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/ Bid to RA enabled	No
बिड का प्रकार/ Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / Time allowed for Technical Clarifications during technical evaluation	2 Days
न्यूनतम मूल्य/ Floor Price	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	167546880
मूल्यांकन पद्धति/ Evaluation Method	Item wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/ Arbitration Clause	No
सुलह खंड/ Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
Schedule 1 ईएमडी राशि/EMD Amount (In INR)	4158500
Schedule 2 ईएमडी राशि/EMD Amount (In INR)	210200
Schedule 3 ईएमडी राशि/EMD Amount (In INR)	84500
Schedule 4 ईएमडी राशि/EMD Amount (In INR)	253500
Schedule 5 ईएमडी राशि/EMD Amount (In INR)	16900
Schedule 6 ईएमडी राशि/EMD Amount (In INR)	101300
Schedule 7 ईएमडी राशि/EMD Amount (In INR)	202500

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	26

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई कैटेगरी 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). The EMD Amount will be applicable for each schedule/group selected during Bid creation.

(c). 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.

(d). 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 :

Director

Thiruvananthapuram, Department of Science and Technology (DST), Sree Chitra Tirunal Institute for Medical Sciences and Technology (SCTIMST), Ministry of Science and Technology
(Dr. Sanjay Behari)

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

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. 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.
6. 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. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
7. **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.

8. 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.

9. 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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work & Job description:[1782732312.pdf](#)

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per complied with The Code on Wages Act:[1782732358.pdf](#)

मूल्यांकन विधि(मदवार मूल्यांकन विधि) / Evaluation Method (Item Wise Evaluation Method)

Contract will be awarded schedule wise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

मूल्यांकन अनुसूचियां / Evaluation Schedules	अनुमानित मूल्य / Estimated Value	वस्तु/श्रेणी / Item/Category	मात्रा / Quantity
Schedule 1	138610800	Manpower Outsourcing Services - Minimum Wage - Unskilled; 10th Standard Pass Or Equivalency Certificate Issued By The Appropriate Authorities; Others	Number of Resources to be hired : 277
Schedule 2	7005600	Manpower Outsourcing Services - Minimum Wage - Unskilled; 10th Standard Pass Or Equivalency Certificate Issued By The Appropriate Authorities; Others	Number of Resources to be hired : 14
Schedule 3	2811600	Manpower Outsourcing Services - Minimum Wage - Semi-skilled; 10th Standard Pass Or Equivalency Certificate Issued By The Appropriate Authorities; Others	Number of Resources to be hired : 5
Schedule 4	8434800	Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Iti; Others	Number of Resources to be hired : 15
Schedule 5	562320	Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Iti; Non-it Technical	Number of Resources to be hired : 1
Schedule 6	3373920	Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Iti; Non-it Technical	Number of Resources to be hired : 6

Schedule 7	6747840	Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Graduate; Others	Number of Resources to be hired : 12
------------	---------	---	--------------------------------------

Manpower Outsourcing Services - Minimum Wage - Unskilled; 10th Standard Pass Or Equivalency Certificate Issued By The Appropriate Authorities; Others (277)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Unskilled
Educational Qualification	10th standard pass or equivalency certificate issued by the appropriate authorities
Type of Function	Others
List of Profiles	Cleaner
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	Not Applicable
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Cleaner

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	277	• Minimum daily wage (INR) exclusive of GST : 695 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 22.5875 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

Manpower Outsourcing Services - Minimum Wage - Unskilled; 10th Standard Pass Or Equivalency Certificate Issued By The Appropriate Authorities; Others (14)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Unskilled

विवरण/ Specification	मूल्य/ Values
Educational Qualification	10th standard pass or equivalency certificate issued by the appropriate authorities
Type of Function	Others
List of Profiles	Mali/Gardner Helper
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	One year experience in planting and maintenance of plants, landscaping works, application of organic and inorganic manure for plant growth particularly for plant protection
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Mali/ Gardener

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	14	• Minimum daily wage (INR) exclusive of GST : 695 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 22.5875 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; 10th Standard Pass Or Equivalency Certificate Issued By The Appropriate Authorities; Others (5)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Semi-skilled
Educational Qualification	10th standard pass or equivalency certificate issued by the appropriate authorities

विवरण/ Specification	मूल्य/ Values
Type of Function	Others
List of Profiles	Driver
Specialization	Should have a valid Driving Licence for light and heavy vehicles
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	Should have 5 years of experience in driving motor vehicles, out of which 2 years experience should be in driving heavy passenger/ goods carrier with public service badge in a reputed organization
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Driver

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

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 / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
-------------------	--	-------------	---	---

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	5	• Minimum daily wage (INR) exclusive of GST : 781 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 25.3825 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; ITI; Others (15)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Semi-skilled
Educational Qualification	ITI
Type of Function	Others
List of Profiles	Electrician

विवरण/ Specification	मूल्य/ Values
Specialization	ITI Electrician trade certificate
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 year experience in the job
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Electrician

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
----------------	---	-------------	--	---

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	15	• Minimum daily wage (INR) exclusive of GST : 781 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 25.3825 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; ITI; Non-IT Technical (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Semi-skilled
Educational Qualification	ITI
Type of Function	Non-IT Technical

विवरण/ Specification	मूल्य/ Values
List of Profiles	Fitter
Specialization	ITI Fitter Trade Certificate
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 year experience in the job
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Technician (Fitter)

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
-------------------	---	-------------	---	---

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	1	• Minimum daily wage (INR) exclusive of GST : 781 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 25.3825 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; ITI; Non-IT Technical (6)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Semi-skilled
Educational Qualification	ITI
Type of Function	Non-IT Technical

विवरण/ Specification	मूल्य/ Values
List of Profiles	Technician (MRAC)
Specialization	ITI MRAC Trade Certificate
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	1 year experience in operation and maintenance of central A/C plants and allied installations and refrigerator
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Technician (MRAC)

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
-------------------	---	-------------	---	---

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	6	• Minimum daily wage (INR) exclusive of GST : 781 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 25.3825 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Graduate; Others (12)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Semi-skilled
Educational Qualification	Graduate
Type of Function	Others

विवरण/ Specification	मूल्य/ Values
List of Profiles	Multi Purpose Worker
Specialization	Minimum 3 months certificate course in MS Office
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	Not Required
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Multi Purpose Worker

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	3.85

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 / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
---------------	---	-------------	--	---

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Priya P	695011,Sree Chitra Tirunal Institute For Medical Science and Technology,Medical College PO, Triavndrum	12	• Minimum daily wage (INR) exclusive of GST : 781 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (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) : 25.3825 • Provident Fund (INR per day) : 75 • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 24

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

1. Generic

OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 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 50 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 50 percent with the consent of the service provider

2. Forms of EMD and PBG

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

The, Director, SCTIMST
payable at
Thiruvananthapuram

. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

3. Forms of EMD and PBG

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

The Director, SCTIMST, Thiruvananthapuram

. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

4. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

5. 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.

6. Generic

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

7. 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.

8. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.
Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

9. 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

The Director, SCTIMST
payable at
Thiruvananthapuram

. 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.

10. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

The Director, SCTIMST, Thiruvananthapuram

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

11. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1.	The bidder must have at least three years' experience (ending month of March prior to the bid opening) of providing similar type of services to Central/State Government/ PSUs/ Nationalised Banks/ Reputed Organisations. Services rendered with list of such Central/State/PSUs/ Nationalized Banks with duration of service shall be furnished.
2.	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 equal to the contract value. 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, (in case of Start -ups/ MSEs) the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria
3.	The bidders shall upload the declaration of not been blacklisted/debarred/suspended by any Governments/semi-Governments/Autonomous bodies/Board/Corporation/Private firms. False declaration may lead to rejection of the bid.
4.	Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupt. Bidder to upload an undertaking to this effect. False declaration may lead to rejection of the bid.
5.	There should be no litigation or charge under investigation / enquiry / trial against the Tenderer , or conviction in a court of law. Bidder to upload an undertaking to this effect.
6.	Service provider has to submit history of Transgression, if any, in the last 3 years and the nature of transgression, and the penalty imposed by the Statutory Authority or the Employer. If there is no history of transgression, a declaration in this regard has to be submitted along with the bid.
7.	The Contractor participating in this tender should be in possession of the following documents/ valid licenses:- I. Labour License II. EPF Registration III. ESI Registration IV. GST Registration
8.	The service provider should have an overall strength of manpower (including relievers) in their data bank.
9.	The agency should have a fully functional office at Thiruvananthapuram, Kerala. Documentary proof of the same should mandatorily be submitted along with the technical bid.

10.	SCTIMST may conduct a site visit at the functional office of the bidder at Thiruvananthapuram as well as the Institutions where the service provider have similar contracts, if found necessary for evaluating the technical compatibility, professionalism and quality of work of the service provider for finalizing their technical suitability. SCTIMST reserves the right to accept /reject the bid based on the site evaluation report as stated above.
11.	Each tenderer/ bidder can submit only one tender / bid for one package in compliance with Clause No.29 of GEM GTC. Bidder's sister/ Associated/ Allied concern(s) participating or applying against the same tender, shall lead to disqualification of Bidders. Sister / Associated / Allied concern means a company, society, partnership firm or proprietorship firm having one or more common persons as Director / General Terms and Conditions on GeM 4.0 (Version 1.29) dated 25th March 2026 Partner/ Member/ Owner. A Bidder who submits more than one bid will cause all the proposals submitted in the particular bid to be disqualified. <u>The bidder is required to submit a separate declaration in this regard in the format attached (Annexure I) along with the bid. Annexure I is attached as Clause No.59 of Buyer Added Bid Specific ATC.</u>
12.	Buyer Organization Specific Integrity Pact shall have to be complied with all bidders. Integrity Pact Agreement will form part and parcel of this tender. The bids not accompanied with Integrity Pact may summarily be rejected. Independent External Monitors: (a) Shri. Pramod Kumar Garg, CE& MES (Retd.) E-mail: pkgarg.1957@gmail.co.in Ph: 9810778058 (b) Shri.Otem Dai, IAS (Retd.) e-mail: otemdai@hotmail.com Ph: 9402277510/9717700275
13.	Bidder's offer is liable to be rejected if they failed to upload any of the certificates/documents sought in the Bid document/ATC and corrigendum, if any.
14.	During the selection process, in case of more than one bidder is emerged as L1, the selection criteria will be as per the GEM terms and conditions.
15.	The contractor shall ensure that he/she has proper Licence/permission from the concerned authorities to undertake such works/contracts.
16.	If at any stage, it is revealed that the documents/certificates/testimonials submitted by the service provider/contractor are forged or have been manipulated, the contract order issued to the Service Provider/ Contractor shall be cancelled and Security amount deposited with SCTIMST shall be forfeited without any claim whatsoever on SCTIMST and the Service Provider/Contractor shall be liable for action as appropriate under the relevant laws.

A. Qualification& Age requirement of Cleaner

- (i) 10th standard pass or equivalency certificate issued by the appropriate authorities.

Maximum Age Limit: 55 Years

B. Qualification& Age requirement of Mali/ Gardener (for Garden/Estate)

- (i) 10th standard pass or equivalency certificate issued by the appropriate authorities.
(ii) One year experience in planting and maintenance of plants, landscaping works, application of organic and inorganic manure for plant growth particularly for plant protection.

Maximum Age Limit: 55 Years

C. Qualification& Age requirement of Driver

- (i) 10th standard pass or equivalency certificate issued by the appropriate authorities.
(ii) Should have a valid Driving License for light and heavy vehicles.
(iii) Should have five years of experience in driving motor vehicles, out of which 2 years experience should be in driving heavy passenger/goods carrier with public service badge in a reputed organization.

Maximum Age Limit: 45 Years

D. Qualification& Age requirement of Electrician

- (i) 10th standard pass or equivalency certificate issued by the appropriate authorities.
(ii) ITI Electrician trade certificate.
(iii) One year experience in the job.

Maximum Age Limit: 45 Years

E. Qualification& Age requirement of Technician (Fitter)

- (i) 10th standard pass or equivalency certificate issued by the appropriate authorities.
(ii) ITI Fitter trade certificate.
(iii) One year experience in the job.

Maximum Age Limit: 45 Years

F. Qualification& Age requirement of Technician (MRAC)

- (i) 10th standard pass or equivalency certificate issued by the appropriate authorities.
(ii) ITI MRAC trade certificate.
(iii) One year experience in operation and maintenance of Central A/C Plants and Allied Installations and Refrigerator.

Maximum Age Limit: 45 Years

G. Qualification& Age requirement of Multi Purpose Worker

- (i) Graduation in any discipline in 10+2+3 pattern.
(ii) Minimum three months certificate course in MS Office.

Maximum Age Limit: 45 Years

17.

18.	The qualification wherever prescribed and wherever applicable should be Pass in the qualifying examinations.
19.	The deployed manpower should not have completed the prescribed age as on the date of notification. The contract engagement is till they attain that age or completion of the contract, whichever is earlier. The service provider should do replacement against the worker who attains the maximum age limit during the contract.
20.	The service provider has to ensure that the reservation policy of DoPT, Govt of India to be followed, if applicable.
21.	The service provider shall ensure that every staff deployed at the Institute against the contract is medically fit and should obtain Medical fitness certificate for each staff (including the relievers) and submit to the Institute. With regard to the staff including relievers in cleaning category to be deployed in the patient care area of SCTIMST should have a vaccinated status for Hepatitis B before deployment and this shall mandatorily be arranged by the service provider. If vaccination is required for other infectious diseases, it may also be arranged by them.
22.	The antecedents of all of its staff (including relievers) shall be verified from the Police Authorities by the Service Provider before deployment for work and copy of report (Police Clearance Certificate) should be submitted mandatorily to the Institute before deployment. If there is a replacement done during the period of the contract, the Police Verification of the new contract workers should also be submitted.
23.	Proper uniform (minimum 2 sets), including Identity Card with Tag should mandatorily be provided to the contract staff deployed by the Service Provider. No separate payments will be made by SCTIMST for that. All the contract staff should be in proper neat and clean uniform while on duty.
24.	All contract staff on duty will report to an officer nominated by the Institute.
25.	The Service Provider should give a list of eligible manpower along with all required certificates as per the qualification criteria to the Institute. The Institute will conduct a written and/or skill test as per the requirement of the department concerned. Accordingly, a panel will be prepared and Service Provider should keep this list and shall provide the manpower from this list as and when required.
26.	Being a hospital, the contractor/Service provider shall be liable to provide services of workers in all days of a month ensuring eligible off days to employees and limiting the maximum working days as 26. The shortage of staff, if reported, should immediately be addressed. The number of personnel deployed by the service provider should be adjusted to comply with all statutory requirements.
27.	Reliever/additional manpower whenever required should be provided by the service provider.
28.	Onsite training should be arranged by the Service provider to the cleaning staff deployed, in coordination with the Nursing Superintendent and Security & Safety Officers of SCTIMST.
29.	With regard to the cleaning category, <u>minimum 3 supervisors</u> shall be provided by the service provider without any financial commitment to the Institute (Principal Employer). The service of the supervisors shall be required in Hospital Wing including PMSSY Block and AMCHSS, BMT Wing and Staff Quarters in Kumarapuram.
30.	There is no employer – employee relationship between the Institute and the personnel engaged /deployed by the contractor and as such any misconduct by them on information given by the Institute shall be dealt with by the contractor and action to be taken. Further as and when their conduct and work are found to be unsatisfactory, such personnel are to be replaced with suitable hands immediately by the contractor as per the original tender conditions.
31.	The service provider shall ensure that the staff posted by him/her will not have any claim in SCTIMST by way of job, salary increase or any other benefit and should acknowledge and communicate to the staff that they are the employees of the contractor and not of the SCTIMST

32.	It shall be the responsibility of the Service Provider to ensure maintenance of proper discipline of the persons engaged / deployed by him
33.	The service provider shall be fully responsible for any theft, burglary, fire or any other misconduct done by its staff, knowingly or unknowingly. In case of any pilferage, theft or breakage etc to the property/assets of SCTIMST, the Service Provider/ Contractor shall be responsible for such losses. The Institute will be at liberty to deduct the amount of such loss from the monthly bill/security deposit of the Service Provider/ Contractor after holding an enquiry. The decision of SCTIMST to this effect shall be final and binding upon the parties.
34.	The contractor's staff shall not engage in any unlawful or indecent activity within the Institute's premises and shall have good moral character. The service provider shall be responsible to coordinate with the Police Authorities as per the requirement of SCTIMST in the event of any unlawful activities.
35.	The Service Provider/Contractor & the workers deployed by them at the SCTIMST premises shall maintain confidentiality of any information in their possession during their working at SCTIMST & thereafter.
36.	The service provider shall ensure that no personnel engaged / deployed by him will engage in any type of activities prejudicial to the interest of the Institute.
37.	The Institute reserves the right to order any staff of the contractor to leave the premises of the Institute, if his presence at any time is felt undesirable.
38.	The Service Provider/ Contractor shall comply with the instructions provided by SCTIMST from time to time relating to the performance of the services, duties and obligations under this agreement. The services rendered by the Service Provider/ Contractor shall be subject to regular review by SCTIMST and its decision as to the quality thereof shall be final and absolute.
39.	The Service Provider/ Contractor shall allow SCTIMST, its management, auditors, regulators and /or agents, the opportunity of inspecting, examining, auditing and /or taking copies of the SCTIMST records with the Service Provider/ Contractor.
40.	The Service Provider/Contractor shall maintain proper records about the attendance of their staff in the prescribed format as given in the Contract Labour (Regulation and Abolition) Act, 1970 along with Contract Labour (Regulation and Abolition) Rules, 1971 and would ensure that full staff strength is maintained. If due to any exigency, any worker is absent the Service Provider/ Contractor should take immediate steps to provide its substitute subject to the compliance of relevant Rules & regulations/laws/ Statute and without any additional financial commitment to the Institute.
41.	Biometric punching of attendance to be arranged by the service provider for all the contract staff deployed by them at their own cost and the print outs/ soft copies of the same to be submitted along with the monthly claim of payment.
42.	The Service Provider/Contractor must ensure that the wages to the Workers are paid within the stipulated time period as provided under relevant Rules & Regulations/Law/Statute in force. The Service Provider/ Contractor should collect the amount of wages paid, as per the statutes as amended till date/tender conditions/agreement, as reimbursement from SCTIMST after disbursement of wages to their employees.
43.	The service provider shall exclusively be responsible for regular and timely payment of wages to his contracted staff latest by 7th of every month .
44.	The Service Provider/ Contractor have to pay the wages to the contract employees deployed by them as per the Minimum Wages Act and disburse the wages through ECS/ Net Banking only. Bank statement of the wage disbursement data to the contract employees should be submitted along with the payment claim of corresponding months
45.	The Service Provider/ Contractor shall raise the invoice/bill and SCTIMST agrees to pay such invoices/bills within 10 working days of receipt and acceptance of the invoice/bill, as per terms and conditions of the tender/contract. All payments to the Service Provider/ Contractor shall be made by ECS/NEFT/RTGS/ Net Banking subject to all statutory deductions.

46.	In case of any changes in the minimum wages or any statutory wage component as per the applicable laws during the contract period, Institute shall pay the service provider, the differential amount in wage. <u>Such increase in the wages will not have any impact on the service charges.</u>
47.	Wage fixed for <i>Cleaner</i> and <i>Mali/ Gardener</i> is Rs. 695. No variable Dearness Allowance is applicable to the rate of wages of Rs.695/- for the <i>Cleaner</i> and <i>Mali/ Gardener</i>, during the contract period. When the minimum wages rate, as declared by the Central Government from time to time crosses or become equal to Rs.695/-, the revised rate shall be applicable. Wage applicable for all other categories such as <i>Driver, Electrician, Technician (Fitter), Technician (MRAC)</i> and <i>Multi Purpose Worker</i> is as per the Order No. F. No.1/6(3)/2025-L-S-II dtd 30.03.2026, Ministry of Labour& Employment, Govt. of India.
48.	Payment of bills will also be regularized subject to the rendering of satisfactory service during the month and deduction of Penalty imposed, if any, as per terms and conditions of tender/contract. The monthly bill payment will be made subject to the submission of the following documents; 1. Muster Roll/ Attendance sheet of the workers signed by the Service provider/ Contractor for the month on the format prescribed in the Contract Labour (Regulation and Abolition Act, 1970) along with Contract Labour (Regulation and Abolition) Rules, 1971. 2. Salary sheet for the month showing receipt of the wages in the format prescribed in the Contract Labour (Regulation and Abolition Act, 1970) along with Contract Labour (Regulation and Abolition) Rules, 1971. Printout/ soft copy of the biometric punch data with in and out punch timings should be submitted along with. 3. Bank statement of salary distribution to the employees deployed by the service provider. 4. Deposit Challan showing the individual figure of deposit of contribution of provident fund of employees' and employers' share, with the appropriate authority for the preceding month. The names of the contract staff deployed in the Institute should be highlighted. 5. Deposit Challan showing the individual figure of deposit of contribution of ESI of employees' and employers' share, with the appropriate authority for the preceding month, if applicable. The names of the contract staff deployed in the Institute should be highlighted. 6. Proof of any other statutory payment due to the employee by the service provider, if applicable.
49.	The Service Provider/Contractor will deduct ESI contribution and Provident fund contribution of the employees from the minimum wages of the workers at the rate as applicable from time to time and deposit the same with the appropriate authorities along with Employer's contribution of ESI and PF as per the statutory rate applicable from time to time.
50.	The rate of ESI & EPF, being the statutory, to be paid on the net wages drawn, as per applicable rules, in line with The Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Employees' State Insurance Act, 1948.
51.	Employees of the service provider who are covered under any other health benefit scheme of Govt/GoK shall not be covered under the ESI, if applicable.
52.	The Service Provider/Contractor shall abide by all the necessary provisions of various Labour laws/Acts like ESI/Bonus/EPF etc and any other laws and rules applicable in this regard.
53.	The Service Provider/ Contractor will be liable to get the Provident fund refunded from the Provident Fund Commissioner of the worker, if he is terminated or dies or leaves the job
54.	If any overpayment is detected as a result of post audit, in the monthly bills submitted by the contractor, it shall be recovered by the Institute from the contractor

55.	The Performance Bank Guarantee to be submitted by the successful bidder within the stipulated time as prescribed in the Gem Contract awarded
56.	Penalty will be imposed for the no/ under deployment of staff and amount of penalty will be decided as per the terms and conditions of the GeM Contract.
57.	If the services are found satisfactory, the Institute has the discretion to extend the contract under the same terms and conditions on mutual consent as per Govt. Of India norms
58.	The agreement is liable to be terminated by giving one month notice by the Institute in the event of unsatisfactory performance by the contractor/ the contracted staff. During the period of notice the contractor shall continue to discharge his duties and obligations. No reason whatsoever may be assigned by the institute, for premature termination of contract. The jurisdiction for settlement of disputes, if any, shall be subject to Thiruvananthapuram, Kerala State
59.	<u>ANNEXURE-I</u> (Bidder is required to submit following Undertaking on Company's Letter Head. If bidder fails to submit this undertaking, the bid will not be evaluated) <u>UNDERTAKING</u> I hereby undertake that, in compliance to GeM GTC Clause No.-29 (One Bid per Bidder), I have submitted only one bid in this tender. Violation of GeM GTC Clause No.-29, observed during evaluation or subsequent processing of this tender or during execution of work, will result in bid (s) disqualification/contract cancellation, forfeiture of EMD and initiation of necessary administrative actions against the firm (s) as per GeM guidelines. I will be solely responsible for all such administrative actions. It is certified that: a) Only one bid has been submitted in the subject tender. b) Any sister/Associated/Allied concerns have not participated in the subject tender. c) Only one unit has participated in the tender, in case of more than one unit having common business ownership/management. d) GeM GTC Clause No.-29 is fully complied. Duly signed & sealed by: Authorised Representative of the firm Name & Post held: Dated:

12. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.

2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

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 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 कार्यवाई 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---