

Bid Document

Bid Details	
Bid End Date/Time	28-04-2021 19:00:00
Bid Opening Date/Time	28-04-2021 19:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	75 (Days)
Ministry/State Name	Ministry Of Statistics And Programme Implementation
Department Name	Field Operations Division (fod), Headquarters, Delhi
Organisation Name	National Sample Survey Office (nssso)
Office Name	New Delhi
Item Category	Custom Bid for Services - Survey Supervisor for EZ , Custom Bid for Services - Survey Enumerator for EZ , Custom Bid for Services - Administrative Support Staff for EZ
Contract Period	3 Year(s)
Minimum Average Annual Turnover of the Bidder	4700 Lakh (s)
Years of Past Experience required	3 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
SHG Exemption for Years of Experience and Turnover	No
Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Estimated Bid Value	957348720
Evaluation Method	Total value wise evaluation

EMD Detail

Advisory Bank	State Bank of India
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EMD Percentage(%)	0.50
EMD Amount	4786744

ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	39

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

DEPUTY DIRECTOR

New Delhi, Field Operations Division (FOD), Headquarters, Delhi, National Statistical Office (NSO), Ministry of Statistics and Programme Implementation
(Gyanendra Pratap Singh)

Splitting

Bid splitting not applied.

1. 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.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. 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.
4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Introduction about the project /services being proposed for procurement using custom bid functionality:[1618312778.pdf](#)

Instruction To Bidder:[1618312785.pdf](#)

Pre Qualification Criteria (PQC) etc if any required:[1618312791.pdf](#)

Scope of Work:[1618312797.pdf](#)

Special Terms and Conditions (STC) of the Contract:[1618312805.pdf](#)

Service Level Agreement (SLA):[1618312814.pdf](#)

Payment Terms:[1618312820.pdf](#)

Penalties:[1618312827.pdf](#)

Quantifiable Specification / Standards of The Service/ BOQ:[1618312833.pdf](#)

Project Experience and Qualifying Criteria Requirement:[1618312837.pdf](#)

Educational Qualification including Profile of SME/Consultants /Professional Resources /Technical Resources if they are part of Project .:[1618312844.pdf](#)

Any other Documents As per Specific Requirement of Buyer -1:[1618312955.pdf](#)

Buyer's Competent Authority Approval:[1618312961.pdf](#)

Any other Documents As per Specific Requirement of Buyer -2:[1618312975.pdf](#)

QCBS Document elaborating detailed QCBS Criteria pertaining to Services / Project Procurement if any as per applicable norms:[1618312987.pdf](#)

GEM Availability Report (GAR):[1618313305.pdf](#)

This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters are :-

Parameter Name	Max Marks	Qualification Methodology Document
Business Turnover	15	View File
Business Operation	10	View File
References	15	View File
Presence of Office	15	View File
Total No. of Manpower	15	View File
Technical Presentation on overall understanding of Scope of Work	30	View File

QCBS Weightage(Technical:Financial):70:30

Presentation Venue:Sankhyiki Bhawan, GPOA Building, CBD Shahdara, Delhi-110032

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
19-04-2021 11:00:00	Sankhyiki Bhawan, GPOA Building, CBD Shahdara, Delhi-110032

Custom Bid For Services - Survey Supervisor For EZ (261)

Technical Specifications

Specification	Values
Core	

Specification	Values
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Survey Supervisor for EZ
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Quantity of Procurement (to be chosen 1 in all circumstances)	Additional Requirement
1	Pranab Kumar Mandal	700125,NSSO(FOD), Basanti Villa, Ariffbari, Barrackpore Road, Barasat, District- 24 Paragans (North)	261	N/A

Custom Bid For Services - Survey Enumerator For EZ (810)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Survey Enumerator for EZ
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Quantity of Procurement (to be chosen 1 in all circumstances)	Additional Requirement
1	Pranab Kumar Mandal	700125,NSSO(FOD), Basanti Villa, Ariffbari, Barrackpore Road, Barasat, District- 24 Paragans (North)	810	N/A

Custom Bid For Services - Administrative Support Staff For EZ (47)

Technical Specifications

Specification	Values
Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Administrative Support Staff for EZ
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Quantity of Procurement (to be chosen 1 in all circumstances)	Additional Requirement
1	Pranab Kumar Mandal	700125,NSSO(FOD), Basanti Villa, Ariffbari, Barrackpore Road, Barasat, District- 24 Paragans (North)	47	N/A

Buyer Added Bid Specific Additional Terms and Conditions

1. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
2. Bidder/ Supplier/ Organization/ Proprietor/ ANY of the Director(s) shall not be banned or suspended or black listed by any Government / Public Sector Undertaking / Corporate organization or convicted in any Court of Law across India or declared Bankrupt or insolvent. A self declaration certificate must be

uploaded in the GeM portal under Bidders Official Letter Head.

3. Bidders can also submit the EMD with Account Payee Demand Draft in favour of Pay and Accounts Officer, MOSPI, New Delhi payable at Pay and Accounts Officer, MOSPI, New Delhi . 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.
4. 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.
5. EMD IN FAVOUR OF : EMD should be in favour of Pay and Accounts Officer, MOSPI, New Delhi and Performance security should be in favour of Pay and Accounts Officer, MOSPI, New Delhi , wherever it is applicable.
6. Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
7. **Minimum Average Turn Over of Bidder (in crore Rs.) of last three financial years) :100**
8. Office of the Service Provider is required to be located at a place near to the consignee(user) for sake of better co-ordination , smooth services and other administrative factors. In support, service provider will give details of office address, landline number, Contact Person and his mobile number along with bid failing which their offer will not be considered.
9. 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 along with all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.
10. 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 Pay and Accounts Officer, MOSPI, New Delhi payable at Pay and Accounts Officer, MOSPI, New Delhi . 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.

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. 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 specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [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 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.

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.

---Thank You---