

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	16-02-2026 12:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	16-02-2026 12:30:00
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 Electronics And Information Technology
विभाग का नाम/Department Name	Department Of Electronics And Information Technology
संगठन का नाम/Organisation Name	Software Technology Parks Of India (stpi)
कार्यालय का नाम/Office Name	Noida
वस्तु श्रेणी /Item Category	Vehicle Hiring Service - Per Vehicle-Day basis - Premium SUV/MUV; 2024, 2025; Local; Plain; 168Kms x 12Hrs; Round Trip
अनुबंध अवधि /Contract Period	1 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	1 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
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,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

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों 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	5
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
अनुमानित बिड मूल्य /Estimated Bid Value	3850
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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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
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE 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. 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.
6. 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.
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.
8. 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

If you want to add additional conditions in addition to standard SLA then please upload approval from competent authority.:[1770194707.pdf](#)

Payment Terms:[1770194830.pdf](#)

Scope of Work:[1770194882.pdf](#)

Vehicle Hiring Service - Per Vehicle-Day Basis - Premium SUV/MUV; 2024, 2025; Local; Plain; 168Kms X 12Hrs; Round Trip (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
State	NA
District	NA
Zipcode	NA
Vehicle Type	Premium SUV/MUV
Vehicle Brand	Toyota Innova , Toyota Crysta
Year of Manufacturing	2024 , 2025
Type of Service	Local
Type of Terrain	Plain
Usage Variant	168Kms x 12Hrs
Trip Type	Round Trip
Air Conditioning Required	AC
Vintage Km(s)	25,000-50,000 kms
Fuel Type	Diesel
एडऑन /Addon(s)	
Night Hault	NA

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

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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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 Vehicle-Days Required within the Contract Period	अतिरिक्त आवश्यकता /Additional Requirement
1	Mukul Dhar Sharma	490020,MANGAL BHAWAN, NEHRU NAGAR(EAST), BHILAI	1	<ul style="list-style-type: none"> Maximum No. of Vehicles required in a Day/Event : 1

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. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

Scope of Work for Hiring of Vehicle on Per Vehicle-Day Basis for STPI Bhilai Centre (SUV/MUV)

Scope of Work: -

- The vehicle hiring service is required on a **Per Vehicle-Day Basis** - SUV/MUV; 2022 model; Local; Plain; **168 Kms × 12 Hrs; Round Trip**. The required vehicle shall be of SUV/MUV make.
- The bidder should have their office in **Bhilai/Raipur**, as vehicles must be available within **Bhilai/Raipur** city.
- The vehicle is not required daily. It shall be provided by the vendor as per the office requirement, which will be communicated in advance. The vendor must clearly quote **per-day rates including taxes** for **168 Kms × 12 Hrs; Round Trip** in the bid.
- Subletting of Work:** The contract shall be non-transferable. The firm shall not assign or sublet the work or any part thereof to any other person or party. Failure to comply will result in immediate cancellation of the contract.
- The vehicles shall be insured and Insurance must remain valid throughout the entire contract period at the supplier's own cost.
- This office shall not be responsible for compensating any damages arising from accidents involving the vehicle, driver, person, or property during duty hours. Entire liability shall be borne by the supplier.
- The quoted vehicle rate must include all necessary costs such as **vehicle maintenance, driver salary, fuel, lubricant, and interior decoration**. However, **toll tax, parking charges, and FAST ag charges** shall be reimbursed upon submission of bills and receipts.
- The vehicle may be used for **outstation travel** within the prescribed kilometre limits mentioned in the work order. The vendor must clearly specify the **additional cost per kilometre** if usage exceeds **168 Kms × 12 Hrs**, and include this in the bid.
- Vehicles shall be provided during **government holidays**, if required, depending on office needs.
- Drivers must possess a **valid driving license**, mobile phone, be neatly dressed, well trained, well behaved, and physically fit. All related costs shall be deemed included in the quoted rates.

11. In case of **maintenance, breakdown, or off-road condition** of the vehicle, a suitable replacement shall be provided immediately at the vendor's own cost.
12. The agency must submit bills **in duplicate along with the logbook within 7 days of every occasion** for payment. Maintaining and getting the logbook certified by the concerned official is the bidder's responsibility. Failure may result in non-payment.

Payment Terms and Conditions

1. Payment shall be made after successful delivery of the service. The Service Provider shall submit the invoice in the prescribed format mentioned in the payment terms and conditions.
2. All deductions (if applicable) will be accounted/deducted during SDAC generation before making the payments. Payment will be made through bank transfer only and in no circumstance cash/ cheque payment will be made.

Deduction / LD

The Deductions / LD clause would be as per the Terms and Conditions of the GeM contract order.

Arbitration

In case of any dispute arising out of or in connection with the contract or in connection with the contract or the carrying out of the work, (whether during the progress of the work or after its completion) the matter shall be referred to Sole Arbitrator Director, STPI-Bhopal. The arbitrator's decision in the matter shall be final and binding on both the parties.

Format for Financial Quote

Cost per vehicle (SUV/MUV) per day for 168 Kms x 12 hours (round trip) (in Rs.)	Extra Cost per Kilometre above 168 kms (in Rs.)	Extra Cost per hour above 12 hours (in Rs.)	Night Halt Charges per night (in Rs.)

Format for Claiming Bills for the Vehicle Used by STPI Bhilai on Per Day Basis

Month: _____ Year: _____

S.No.	Date	Time In	Starting Meter Reading	Ending Meter Reading	Total Distance Travelled (in Km)	Time Out	Amount Claimed	Remarks

- Copy of log book attached: **Yes / No**
- Copy of tolls (if any) attached: **Yes / No**
- Original bill submitted: **Yes / No**
- Original duty slip signed by STPI Bhilai official attached: **Yes / No**

(Name of the authorised representative of vendor)

Signature: _____

Seal: _____

Date: _____

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

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Format for Letter of Acceptance

To be printed on Company Letter Head

Date:...../...../2025

To,

The Director,
Software Technology Parks of India,
Plot No.:- C-11, IT Park, Near RGPV, New Jail Rd, Gandhi Nagar,
Bhopal, Madhya Pradesh

Subject: Letter of acceptance of terms & conditions of the GeM Bid Hiring of Vehicle on Per Vehicle-Day Basis at STPI Bhilai.

Sir,

We/ I hereby certify that

1. We/ I have read and understood the complete bid document including corrigendum (if any).

2. We/ I accept and shall abide by all the terms & conditions mentioned in the bid document including corrigendum (if any).
3. We/ I has not been blacklisted/ barred by any government or public sector organization in the past.
4. The validity of our bid is as mentioned in the bid document.
5. We/ I have office/ service center at (*name of the city*) in Chhattisgarh which is operational for providing Vehicle on Per Vehicle-Day Basis Services.
6. If any our details/ claims are found to be incomplete or false, our bid shall be rejected.

Checklist of the documents to be uploaded:-

1. **Registration Certificate (RC) copy as per the Technical Specifications of Bid document.**
2. **Valid document of insurance of vehicle.**
3. PAN & GST of the Firm
4. Letter of acceptance of terms & condition.
5. MSME Certificate if applicable
6. Documentary evidence in support of being Start-up if applicable
7. Required documents in support of Experience criteria.

Thanking you,

Yours sincerely,

Name of Authorised Signatory:.....

Signature of Authorised Signatory.....

Designation:.....

Email ID:.....

...

Place:.....

Date:..... availability

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 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 [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---