

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	02-03-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	02-03-2026 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	45 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Railways
विभाग का नाम/Department Name	Indian Railways
संगठन का नाम/Organisation Name	South Eastern Railway
कार्यालय का नाम/Office Name	South Eastern Railways
वस्तु श्रेणी /Item Category	Monthly Basis Cab & Taxi Hiring Services - MUV; 1500 km x 260 hours; Outstation 24*7
अनुबंध अवधि /Contract Period	2 Year(s)
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	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या / Minimum number of bids required to disable automatic bid extension	1
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	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days

बिड विवरण/Bid Details

अनुमानित बिड मूल्य /Estimated Bid Value	1201200
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	24030

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 केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी 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).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.

लाभार्थी /Beneficiary :

PFA/SER/GRC/Kolkata
South Eastern Railways, Indian Railways, South Eastern Railway, Ministry of Railways
(Pfa/ser/grc/kolkata)

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

एमआईआई अनुपालन/MII Compliance

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

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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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. 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.
4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Monthly Basis Cab & Taxi Hiring Services - MUV; 1500 Km X 260 Hours; Outstation 24*7 (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Vehicle Type	MUV
Type of car (Please select at least 3 options)	Mahindra Bolero Camper , Isuzu Dmax , Isuzu S-Cab
Usage Variant	1500 km x 260 hours
Type of Service	Outstation 24*7
Year of Vehicle Model	2023 , 2024 , 2025 , 2026

विवरण/ Specification	मूल्य/ Values
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	Non-A/C
Area of Operation	Plains
Fuel Type	Any
एडऑन /Addon(s)	

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 Vehicles Required	अतिरिक्त आवश्यकता /Additional Requirement
1	Asad Kamal	711111,Area Manager Office Santragachi Post: Jagacha	1	<ul style="list-style-type: none"> Duration in Months for which service is required : 24

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. Service & Support

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.

3. Certificates

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

4. Forms of EMD and PBG

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

PFA/SER/GRC/Kolkata
payable at
PFA/SER/GRC/Kolkata

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.

5. 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

PFA/SER/GRC/Kolkata
payable at
PFA/SER/GRC/Kolkata

. 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.

6. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Consignee of the work: SSE/Power/SRC, S. E. Railway

Type of Car (four-door, four- or five-seater cabin):

Isuzu Dmax S-Cab, Tata Yodha Crew Cabin, Mahindra Bolero Camper or similar.

1. The entire work is for approximately 1500 KM per Months and 24 (Twenty Four) months. However, the Railway reserves the right to close the contract earlier without assigning any reason and without any liability on the part of the Railway Administration.

2. The Successful contractor shall submit all relevant vehicle documents i.e., Vehicle registration Certificate, Insurance Certificate, Pollution Under Control (PUC) Certificate etc. to the office of the Consignee.

3. The work consists of supply of 01 no Four wheeler road vehicles i.e. Multi Utility Vehicles (MUV) with four door, five seater with passenger cabin for transportation of heavy material between depots, collection of store materials from adjacent depot like KGPWS, TPKR, KGP division and deposit of scrap materials to KGP and handling of heavy material for maintenance of different stations and service buildings and attention of breakdowns, accidents jurisdiction of Sr. DEE(G)/SRC etc. The vehicle to be offered should be in good condition and year of purchase vehicles mentioned in the conditions.

The work consists of supply of 01 (one) four-wheeler road vehicle, i.e., a Multi Utility Vehicle (MUV), four-door, five-seater with passenger cabin, for transportation of heavy materials between depots, collection of store materials from adjacent depots such as KGPWS, TPKR and within KGP Division, and deposition of scrap materials to KGP.

The vehicle will also be utilized for handling heavy materials required for maintenance of various stations and service buildings, and for attending breakdowns and accidents under the jurisdiction of Sr. DEE(G)/SRC. The vehicle to be provided should be in good running condition, and the year of purchase shall be as specified in the tender conditions.

4. The vehicle shall be insured annually against theft, damage, injury, and loss of life of the driver, passengers, and third parties arising out of accidents, in accordance with prevailing rules and statutory provisions. The driver(s) deployed shall possess a valid driving license. The vehicle must also have a valid fitness certificate at all times.

5. The contractor shall submit a valid Vehicle Pollution Under Control (PUC) Certificate, issued by an authorized testing centre, at every six-month interval. No extra payment shall be made towards obtaining this certificate.

In the event that any fine, penalty, or other charges are imposed by State Authorities due to failure to produce valid documents in time, or due to violation of traffic rules by the driver, the entire liability shall rest with the contractor. The Railway shall in no way be responsible for, nor shall it bear, any such expenses.

6. The contractor(s) shall be responsible for providing the vehicle along with a driver at any time, including at short notice. The vehicle services shall be available 24 hours a day. The vehicle shall operate strictly as per the instructions of the Railway authorities. No extra payment shall be admissible for movement of the vehicle undertaken by the driver for personal purposes, repairs, maintenance, or any other purpose of the contractor(s).

In the event that the vehicle is stabled in the Shed/Garage or any other location nominated by the user, the vehicle shall remain under the custody of the driver. The Railway shall not be responsible for any loss or damage to the vehicle during such period.

7. The vehicle may, if required, proceed outside the nominated station and remain away for consecutive days as per the requirements of the User (Railway Officer). During such period, the vehicle shall be stabled at a place as directed by the User, which may include open space. The vehicle shall remain under the sole custody and responsibility of the driver at all times, and the Railway Administration shall not be liable for any loss, damage, theft, or deterioration of the vehicle during such period.

Under no circumstances shall the Railway Administration provide any accommodation, boarding, lodging, or allowance of any kind to the driver.

8. Railway shall not be liable for any damage whatsoever to public property and/or any third party arising out of any accident during the deployment of the service provider's vehicle. The contractor shall be solely responsible for the safe operation and running of the vehicle. Railway shall not be responsible for any loss, damage, repair, maintenance, or accident pertaining to the vehicle or the driver.

9. Railway shall in no way be responsible for any violation of traffic rules and/or infringement of any other law for the time being in force, whether committed by the driver of the vehicle or by the service provider. The Railway Administration shall not be liable to pay any compensation, fine, or penalty arising out of any accident or otherwise.

10. During the contract period, if the vehicle is seized, detained, or requisitioned by the Police, Motor Vehicle Authority, or any other authority for any reason whatsoever, the same shall be entirely at the risk and cost of the service provider.

The Railway shall, in no case, be held responsible for any legal issues arising out of the employment of the driver by the owner of the registered vehicle under any State or Central Government laws, or in respect of any other related matter.

11. The service provider shall maintain a duty slip/register for each vehicle, which shall be duly signed by the authorized signatory of the Railway. Before commencement of duty, the driver shall record the opening odometer reading. During service hours, entries regarding start time, closing time, places visited, and other relevant details for each duty shall be properly recorded.

After completion of duty, the driver shall record the closing odometer reading and obtain verification and signature from the authorized user of the vehicle deployed by the consignee/buyer.

Bills shall be prepared by the service provider on the basis of the duly signed duty slips of each vehicle. The bills shall be submitted along with a consolidated statement of vehicle-wise running details and the original copies of the duty slips.

12. The service provider shall update the logbook strictly in accordance with the prescribed logbook process flow. A proper logbook shall be maintained by the driver on a day-to-day basis and shall be got duly signed by the Consignee at the time of discharge of the vehicle, indicating the following details:

- (a) Date
- (b) From and To locations
- (c) Kilometer reading
- (d) Purpose of use
- (e) Signature of the user

(e) Signature of the Consignee

The duly certified logbook shall form the basis for processing payment to the contractor.

13. Once the service provider updates the logbook, the Railway shall either accept or reject the entries within the prescribed time period. The Buyer shall also record any instances of service non-delivery or non-performance in the logbook, along with applicable penalties, if any. Failure to take action on the logbook entries updated by the service provider within the stipulated time shall be deemed as acceptance of such entries.

14. If the service provider deploys any blacklisted vehicle, the contract shall be terminated immediately.

15. The monthly hire charges shall be inclusive of all associated costs towards major and minor repairs, periodical servicing of the vehicle, fuel and lubricants, insurance charges, all taxes and duties, washing and cleaning charges, and any other consumables required from time to time.

The contractor shall be responsible for payment of the driver's salary, all applicable taxes and duties, incidental charges, penalties, etc., as imposed by the Central, State, or local government authorities for running the vehicle.

16. The duration of the service contract may be extended by the Railway, subject to satisfactory performance of the contractor and mutual consent of both parties.

17. All rates are inclusive of GST and all other taxes and charges as levied by the State Governments and the Union of India, without any conditions. GST shall be payable as per prevailing norms and may vary from time to time as notified by the Government.

18. The online/offline bill passing officer is Sr. DEE(G)/SRC, and the bill paying officer is Sr. DFM/KGP. If you need it in an official sentence format, you may use:

19. In case of any contradiction or conflict between the GeM Service Level Agreement (SLA) and the 'Special Terms and Conditions of Contract', the latter shall prevail over the former.

Note:

- i) Toll charges, parking fees, or entry taxes payable locally or outstation shall be reimbursed by the Buyer to the Service Provider on an actual basis, as paid by the Service Provider.
- ii) Payment shall be made on a monthly basis.

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---