

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	04-06-2026 12:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	04-06-2026 12:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Chemicals And Fertilizers
विभाग का नाम/Department Name	Department Of Fertilizers
संगठन का नाम/Organisation Name	Rashtriya Chemicals And Fertilizers Limited (rcf)
कार्यालय का नाम/Office Name	Rcf Tr Hod Mes
वस्तु श्रेणी /Item Category	ANNUAL MAINTENANCE SERVICE - VIDEO CONFERENCING SYSTEM - As per Bid document; As per Bid document; OEM Authorised Service Provider
अनुबंध अवधि /Contract Period	2 Year(s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,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?	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	3

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / <b>Number of days for which Bid would be auto-extended</b>	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / <b>Number of Auto Extension count</b>	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
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	4 Days
<b>Payment Timelines</b>	Payments shall be made to the Seller within <b>30</b> days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / <b>Financial Document Indicating Price Breakup Required</b>	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	ICICI
ईएमडी राशि/EMD Amount	75000

#### ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई कटेगरी 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 :

**DGM FINANCE**

RCF TR HOD MES, Department of Fertilizers, Rashtriya Chemicals and Fertilizers Limited (RCF), Ministry of Chemicals and Fertilizers  
(Rcf Ltd)

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

**ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details**

**This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.**

1. 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.

2. 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.

3. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.

- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

Price break up - [1778665280.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

**Additional SOW if not readily covered in the Scope of Works incorporated in STC of Services:**Technical Bid

**Asset Details and its Distribution across the consignee /user locations:**[1778665063.pdf](#)

**ANNUAL MAINTENANCE SERVICE - VIDEO CONFERENCING SYSTEM - As Per Bid Document; As Per Bid Document; OEM Authorised Service Provider ( 1 )**

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Amc Category	As per Bid document
Amc Brand	As per Bid document
Status of Annual Maintenance Service Provider	OEM Authorised Service Provider
Additional Asset Type	As per Bid document
Additional Make/Brand	As per Bid document
Onsite Service Engineers Requirement	As Indicated in Bid Document
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client Video conference system	Inclusive
Periodicity of Preventive Maintenance Services	Quarterly
<b>एडऑन /Addon(s)</b>	

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.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Sandeep Ganapatrao Jadhav	400074,RCF Ltd. , Mahul road chembur	1	N/A

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

### 1. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

[NOTE: TERMS AND CONDITIONS MENTIONED IN THE ATC SHALL SUPERCEDE THE RESPECTIVE TERMS AND CONDITIONS OF GEM GTC]

In case of any queries regarding to this tender please contact

1) Mr. Ajay B Kamble, Sr. Manager (Materials)

Tel:+91 22 2552 2382,

e-mail: abkamble@rcfltd.com

2) Mr. Anup Dahule Manager (Materials)

Tel:+91 22 2552 2796,

e-mail: aadahule@rcfltd.com

3) Mrs. Sangeeta Gaikwad, AGM (CC)

Tel:+91 22 2552 2727,

e-mail: shgaikwad@rcfltd.com

#### IMPORTANT INSTRUCTIONS FOR BIDDERS:

1. Bidders shall ensure that all documents related to pre-qualification (technical or commercial) and documents mentioned in the check list below are submitted at the first instance itself along with the original bids.

M/s. RCFL may summarily reject any bid not complying with this instruction. M/s. RCFL may not do any further correspondence to seek clarifications/shortfall documents.

2. Bidders are required to quote the Grand Total Price, inclusive of GST, for complete items or jobs. This price should be quoted after carefully considering and understanding the scope of work. Bidders must enter their prices in the designated field within the GeM portal. Please note that prices quoted elsewhere, such as in scanned documents, will be rejected.

3. Bidders are requested to upload the price breakup details for their lumpsum offer in the prescribed format, as attached, in the GeM bid document. Although the price break sheet is provided, it is indicative and will not be considered as a price bid for evaluation purposes.

4. For evaluation, only the prices entered in the GeM portal, which include the total value with GST, will be considered on an overall lowest basis. It is essential to ensure that the prices entered in the GeM portal match those provided in the price breakup sheet. Please note that the prices entered in the GeM portal will be final and binding.

5. Submission of offer against this Enquiry will essentially mean acceptance of terms & conditions mentioned in the enquiry in TOTO, including all the attached Annexures of Buyer Added Bid Specific ATC document. Any deviation shall lead to outright rejection of the offer.

6. Please submit Make in India local content declaration as per attached Format III. Incomplete / wrong filling of form may lead to rejection of offer.

7. Technical Pre-Qualification Criteria:

A. The bidder should submit copies of PO/WO of implementation/upgrade/AMC of video conferencing system along with its contract completion document (in form of completion certificate/completion report/handover report/ Payment advice slip against submitted WO or Certified invoice ) which are executed in last 7 years and

With Minimum value of one Order of Rs. 13.70 Lakhs [For MSE Bidder- ₹ 10.28 Lakh (Exclusive Taxes) , B. OR Minimum value of two Orders of Rs. 8.56 Lakhs each [For MSE Bidder- ₹ 6.42 Lakh- (Exclusive Taxes) , C. OR

Minimum value of three Orders of Rs. 6.85 Lakhs each [For MSE Bidder- ₹ 5.14 Lakh (Exclusive Taxes] Note : Above WO amount are rounded up to nearest thousand on lowside In case of running AMC contracts, bidder should submit satisfactory performance certificate from the client.

As a documentary evidence, bidder shall submit copy of executed Purchase Order along with documentary proof of successful supply of material, such as :

A) Completion certificate / Customer Acceptance Certificate OR

B) GeM SDAC (Service Delivery Acceptance Certificate) document OR

C) Tax Invoice with Proof of receipt of payment like bank statement for the submitted tax invoice

Note :

Work orders through subcontracting shall not be considered. Only, the work order shall be placed by the organization directly on the vendor/contractor who has participated in the tender will be considered. The job carried out by the vendor/contractor for the organization through other agency where work order is not in the name of the vendor/contractor shall not be considered for further evaluation purpose .i.e. WO in the capacity of sub-contractor shall not be accepted.

Submitted Purchase Order (PO) / Work Order / Contract shall be issued and executed within the last seven (7) years ending last day of month previous to the one in which applications are invited

The document submitted as proof of execution must be specifically for the same concerned Purchase Order (PO)/Work Order/Contract submitted, clearly indicating the corresponding PO/Work Order/Contract number.

If any bidder submits a Purchase Order (PO) / Work Order / Contract with RCF for the tendered items / works or services within the applicable time period as specified, a confirmation regarding execution of the contract will be sought directly from the concerned user department in RCF. No clarification may be sought from the bidder in this case.

Notes:

D. Bidder must submit valid Manufacturer Authorization Form (MAF) issued by OEM for Poly make devices this tender

E. Bidder shall submit escalation matrix of OEMs for which the MAFs are being submitted. The contact details includes their name, telephone numbers and their business email ids. RCF reserves rights to communicate with the OEMs for verification of MAFs.

8. Commercial Pre-qualification Criteria:

A) Turnover / audited annual reports:

Last three years financial audited reports or Turnover certificate from Chartered Accountant (CA) as below:

Average Annual Financial Turnover during the last three years ending 31st March 2025 i.e. FY 2022-23, FY 2023-24 and FY 2024-25: ₹ 5,14,000/-

Bidder shall submit audited annual reports certified by Chartered Accountant (CA) or Turnover certificates for above financial years. Turnover certificates should be issued by practising CA with membership number, seal and signed. Certificate / document issued by Chartered Accountant will be valid and accepted only with UDIN number.

In case the date of constitution / incorporation of the bidder is less than 3 years old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account. In this case, the financial turnover during last financial year / the average financial turnover during preceding two financial years should be at least ₹ 5,14,000/-.

Relaxation in Turnover criteria for eligible MSEs/ STARTUPS-

Relaxation of 25% in Annual financial turnover to be provided to the qualifying MSEs/ STARTUPS.

B) Net worth:

1. The net worth of the Bidder firm (manufacturer or principal of authorized representative) should not be negative on '31st March 2025'. It means the net worth of the Bidder should not be negative in the balance sheet of last financial year.

AND

2. Net Worth of bidder should have not eroded by more than 30% (thirty percent) in the last three years, ending on '31st March 2025'. It means the net worth of last financial year should not be less than 70% compared to the 3rd last financial year.

The bidder to submit the documentary proof e.g. audited financial statement certified by Chartered Accountant (balance sheet, P&L account etc.) for the same

with Net Worth Certificate duly certified by practicing CA with membership number, seal, signed and UDIN number.

In case the date of constitution/ incorporation of the bidder is less than 3 years old, the following will be applicable:

- The Net Worth in each of these years should not be negative.
- Net Worth in respect of the immediate previous financial year should not have eroded more 30 percent than that of its previously audited financial statement.
- In case the Bidder has completed financial statements of only preceding year, the clause of net worth erosion will not be applicable.

9. Please submit signed and stamped copy of 'Integrity Pact' attached FORMAT IV Buyer organization specific Integrity pact.

(Note: RCF has accepted and agreed to the terms and conditions of the Integrity Pact. The Bidder, as a token of acceptance of the terms and conditions of the Integrity Pact will sign and stamp the Integrity Pact and submit the same with bid documents. Signing the Integrity Pact is a pre-requisite for pre-qualification and Integrity Pact and NIT conditions will form part of the contract).

10. EARNEST MONEY DEPOSIT (EMD) mentioned in GeM Bid document shall be deposited as per following instructions.

EMD shall be deposited online through EMD gateway portal with ICICI bank. For paying EMD, please log on to <http://www.rcfstd.com> and then go to 'portal' and 'EMD payments'. Kindly use the GEM enquiry number on the portal for EMD payment. Please submit EMD payment receipt along with the offer. EMD payment by any other mode may not be considered.

If bidder is facing problem while submitting EMD on ICICI Portal, then details of bank account for acceptance of EMD is as under:

Name of Bank : State bank of India

Branch : Commercial Branch Fort Mumbai

IFSC Code : SBIN0006070

Account no : 00000030038480740

**SPECIAL NOTE:**

A) Bidder is required to deposit EMD in the first instant itself at the time of offer submission only. Any offer without EMD or acceptable proof of exemption from EMD, shall be treated as non-responsive offer and shall be summarily rejected. No correspondence in this regard shall be entertained.

B) A bidder's EMD shall be forfeited if the bidder withdraws or amends its bid or impairs or derogates from the tender in any respect within the period of validity of the tender or if the successful bidder fails to furnish the required performance security or to sign the contract within the specified period

C) All MSE bidders with Valid MSE document/Udyam Certificate except Traders, shall be exempted from submission of EMD irrespective of manufacturer of the offered product

**11. Security Deposit SD/PBG**

i. On acceptance of the Tender by RCF, for due and faithful fulfillment of the contract, the Successful Tenderer shall furnish to RCF, Security Deposit for an amount of 5% of basic contract value either in the form of bank guarantee as per RCF's format or through RTGS/NEFT towards faithful performance of the contract within 14 days of receipt of work order/LOI. Bank guarantee shall be valid for the entire contractual period + 60 days from date of placement of Work Order.

Interest will be recovered @ SOFR plus 2% or MCLR (6 months) + 2%, in case where the Bidder fails to submit Performance security within 14 days.

ii. If the supplier / contractor fails to submit Performance Security in case of ARC, Performance Security will be deducted from running bills.

iii. In the event of any amendment issued to the contract, the contractor shall furnish suitably amended value and validity of the Performance Security in terms of the amended contract within 14 (fourteen) days of the issue of the amendment.

**Note :**

If the contractor during the currency of the Contract fails to maintain the requisite Performance Security, it shall be lawful for the RCF at its discretion to either terminate the Contract for breach of contract and avail any or all contractual remedies or without terminating the Contract, recover from the contractor the amount of such security deposit by deducting the amount from the pending bills of the contractor under the contract or any other contract with the Procuring Entity or the Government or any person contracting through the Procuring Organisation or otherwise.

The Procuring Entity shall be entitled, and it shall be lawful on his part, to deduct from the performance securities or to forfeit the said security in whole or in part in the event of:

a) Any default, failure, or neglect on the part of the contractor in the fulfilment or performance of the contract under reference or any other contract with the Procuring Organisation;

b) for any loss or damage recoverable from the contractor which the Procuring Entity may suffer or be put to for reasons of or due to the above defaults/ failures/ neglect;

c) and in either of the events aforesaid to call upon the contractor to maintain the said performance security at its original limit by making further deposits, provided further that the Procuring Entity shall be entitled, and it shall be lawful on his part, to recover any such claim from any sum then due or which at any time after that may become due to the contractor for similar reasons.

Performance Security will be refunded to the contractor without interest after he duly performs and completes the contract in all respects (full performance security should be forfeited, even if the Contractor has partially executed the work).

BG shall be submitted in RCF format ONLY to RCF Ltd. at below mentioned address: no other form like ePBG will be acceptable.

General. Manager (F) office,

Payment and Concurrence Dept.

Room no 02, 2nd floor

Administration Building Trombay Unit,

Rashtriya Chemicals and Fertilizers Limited (RCF),

BANK DETAILS FOR ePBG Details of RCF's bank details along with IFSC code

□ Name of Beneficiary : Rashtriya Chemicals & Fertilizers limited .Mumbai.

□ Name of Bank: State Bank Of India, Commercial Branch, Fort, Mumbai—400 023

□ Bank Account : 30038480740 Branch Code : 06070 IFSC : SBIN0006070..

12. AWARD OF CONTRACT: Contract shall be awarded on OVERALL LOWEST TENDER BASIS after E-reverse auction (eRA) to Techno-commercially qualified bidder.

Note :

i. Bid Evaluation shall be carried out on Lumpsum Basis only.

ii. Bidder shall quote Grand total Lumpsum price including all applicable taxes & duties for complete items/ jobs

iii. Bidders are requested to upload the price breakup details for their lumpsum offer in the prescribed format, as attached, in the GeM bid document.

iv. Bidder shall ensure that the quoted price is inclusive of GST and all other charges. Bidder shall be solely responsible for the price/s quoted by him and no communication in this regard shall be entertained after bid opening.

v. The percentage reduction received in eRA Final Bid Price shall be applied equally to all the items included in the eRA Final Bid Price.

vi. Negotiations if required after GEM-RA with the L1 bidder shall be carried out at the sole discretion of RCF.

### 13. CHARACTER AND ANTECEDENTS VERIFICATION (BEFORE ENGAGEMENT) OF CONTRACT WORKERS

It is mandatory that character & antecedent's verification must be made of each & every contract labour prior to giving permission to enter inside RCF factory premises. Vendor must submit PVC of manpower to be deputed for site job. Entry permission on the basis of valid Passport is not allowed. Even passport holders have to apply for PVC. Without PVC, no entry permission shall be granted. A 15-day temporary permission can be granted on the basis of submission of a copy of on-line application form of PVC & its payment acknowledgement slip along with a copy of PAN / Aadhar card of that particular labour. Under special circumstances, a second 15-day temporary permission can be granted but this is at the sole discretion of RCF, as it is presumed that PVC is issued within 15 days from the date of on-line application. No further temporary permission shall be given after the 2nd time.

### 14. Declaration by Start-up bidders:

A) Start-up bidders must submit the following documents for Category 1 below:

a) Start-Up registration certificate issued by the Department of Industrial Policy and Promotion (DIPP). Year of incorporation of Start-Up shall not be more than ten years from the due date of the tender.

b) Certificate from a Chartered Accountant (CA) with Unique Document Identification Number (UDIN), verifying that the Start-Up has not exceeded the financial turnover limit of Rs 100 crores (or as revised by the Government of India) in any of the preceding financial years since incorporation.

B) Category 1 (Relaxed Pre-Qualification Criteria):

Start-up bidders who are eligible for 100% quantity / job subject to submission of all the requisite documents required for techno-commercial pre-qualification as specified in the bid/NIT document.

Following relaxations will be given to Start-up bidders:

- 1) 25% relaxation in average turnover criteria
- 2) 25% relaxation in past experience criteria, applicable to value or quantity only

No relaxation or exemptions will be provided in respect of other pre-qualification criteria, including technical requirements.

Once pre-qualified, they will be considered on par with other bidders for price bid opening, e-reverse auction, and order placement.

C) Exemption from Earnest Money Deposit (EMD):

Start-up bidders are not required to submit EMD for Category 1.

15. Original Documents to be submitted along with Bill as per Bid document and respective annexures.

16. "As per notification ref D.O. No. DPE-7(4)/2007-Fin dt. 20.01.2020 all MSEs have to mandatorily onboard on TReDS platform. Therefore if you are not onboarded yet, please onboard on TReDS by availing services of any of the following service providers: I. Receivables Exchange of India (RXIL) Vendor can register with M1 Exchange by clicking link <https://onboarding.rxil.in/customerapp/home> Vendors can call them on (022) 6903-3000 for instant support between 9.00 AM to 6.00 PM (Monday to Friday excluding Holiday) or mail at [support@rxil.in](mailto:support@rxil.in); [info@rxil.in](mailto:info@rxil.in) II. Invoice Mart Vendor can register with M1 Exchange by clicking link <https://www.invoicemart.com/TReDSCore/Home/login.aspx> Contact Gauri Mahamulkar Gauri.Mahamulkar@invoicemart.com or Phone No. (Mobile) +91 8369204066 Vendors can call them on (022) 6235-7373 for instant support between 9.00 AM to 6.00 PM (Monday to Friday excluding Holiday) or mail at [helpdesk@invoicemart.com](mailto:helpdesk@invoicemart.com) III. M1 Exchange Vendors can contact: Shaiwal Sinha [shaiwal.sinha@m1xchange.com](mailto:shaiwal.sinha@m1xchange.com);

Page 8 of 10

Vendor can register with M1 Exchange by clicking link [M1xchange | Vendor Self Registration](#)

Vendors can call them on 1800-103-7261 for instant support between 9.00 AM to 6.00 PM (Monday to Friday excluding Holiday) or mail at [helpdesk@m1xchange.com](mailto:helpdesk@m1xchange.com)"

17. Adoption of ZED and LEAN certification schemes by MSME vendors WITH reference to the DPE's letter vide F. No. DPE/7/4/2007-Fin.(Pt.III) (FTS-13990) dated 10.03.2025

- MSME Sustainable (ZED) Certification Scheme: This scheme encourages MSMEs to improve their processes and systems to enhance quality and move towards sustainability through minimizing environmental impact.

- MSME Competitive (Lean) Scheme: This scheme aims to enhance MSMEs' productivity, efficiency, and competitiveness by reducing wastages in processes, inventory management, space management, energy consumption, etc.

- Importance of ZED and LEAN Certification: The Ministry of Micro, Small & Medium Enterprises, Government of India, aims to promote the adoption of ZED and LEAN certification schemes among MSMEs to enhance their competitiveness, productivity, and sustainability.

For more information on the ZED and LEAN Certification Schemes, please visit:

ZED: <https://zed.msme.gov.in/>

Lean: <https://lean.msme.gov.in/>

18. Bidder shall confirm HSN Code and GST Rate for quoted item.

Note : Bidder shall ensure that the quoted price is inclusive of GST

19. Payment Term :

Payment against Comprehensive AMC shall be made on a quarterly basis at the end of each quarter on 30th day from date of submission of invoice. 100% payment shall be released on the 30th day from the date of submission of invoice to Contract Cell dept. along with all necessary documents as per WO.

In case of any discrepancy in the invoice, vendor has to resubmit the corrected invoice to Contract Cell De

pt and 100% payment shall be released on 30th day from the date of resubmission of corrected invoice to Contract Cell Dept.

#### 20. Early Payment Request and Interest Levy:

Should the Seller / Service Provider / Contractor request early payment prior to the stipulated payment terms outlined in the Contract, such early payment, if agreed upon by RCF, shall be subject to an interest rate of twelve percent (12%) per annum on the amount paid early. This interest shall be calculated from the date of early payment until the date the payment would have ordinarily fallen due as per the Contract. RCF shall deduct such interest from the payment due to the Seller / Service Provider / Contractor

#### 21. For New Vendor Registration:

In order to register the bidder as vendor in RCF's ERP (SAP) System and release of PO & Payment, bidder needs to submit the duly filled, signed and stamped copy of Vendor Form along with GST No, Bank Details, MSE Udyam Certificate. In case of non-submission of above said documents, RCF shall register the bidder as vendor based on the details available on GeM Portal. Bidder is solely responsible for the accuracy and completeness of information submitted and available on GeM Portal. RCF is not liable for any consequences arising from inaccuracies in this regard

#### 22. Liquidated Damages (LD):

Sum equivalent to 0.5% (half) percent of the contract value of the delayed Services for each week of delay or part thereof until performance, subject to a maximum deduction of the 5% of the total contract value.

In case of inordinate delay (exceeding 25% of the completion period) this maximum deduction of LD shall be 10% of the executed value of the contract.

In the event of any changes to the LD clause in the GeM General Terms and Conditions (GTC), the prevailing GeM Clause shall apply and be explicitly stated in the GeM bid document.

#### Note:

- i. Inexcusable delays of more than one-fourth (25%) of the completion period specified in the contract shall be treated as inordinate delay(s).
- ii. Both Seller and Buyer agree that the percentages of LD are genuine pre-estimates of the loss/damage which the Procuring entity would have suffered on account of delay/breach on the part of the contractor and the said amount will be payable on demand without there being any proof of the actual loss or damage caused by such breach/delay

#### 23. Penalty Clause late submission of bills:

The bill must be submitted complete in all respects i.e. supporting documents within 30 days from the date of completion of job. In case of delay in submission of bills (complete in all respects) beyond 30 days, vendor shall have to pay penalty at the rate of Rs. 100 per week or part thereof subject to maximum of 5% of invoice value shall be applicable.

#### 24. Grievances during Tendering Process :

Any supplier, contractor, or consultant who claims to have suffered or is likely to suffer loss or injury due to a decision, action, or omission by RCF, may submit a review application to the following e-Mail ID :

GC-TROM-PUR@rcfld.com

The review application against subject tender can only be submitted by bidder who have applied against tender.

## 2. Buyer Added Bid Specific ATC

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

## 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 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---**