

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	14-09-2026 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	14-09-2026 16:30:00
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 Micro Small And Medium Enterprises
विभाग का नाम/Department Name	Ministry Of Micro Small And Medium Enterprises
संगठन का नाम/Organisation Name	Development Commissioner (micro Small & Medium Enter
कार्यालय का नाम/Office Name	Msme Technology Centre Rohtak
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :dgm-tcrohtak@dcmsme.gov.in Buyer Email id: training@msmetcrohtak.org
वस्तु श्रेणी /Item Category	Hiring of Consultants - Milestone/Deliverable Based - Tech Consultants, Management Consultants, Functional Consulti Consultant/Agency for Getting Fire NOC , OC, CTE/CTO and of As-Built Drawings; Fire NOC , OC, CTE/CTO and Creator
अनुबंध अवधि /Contract Period	6 Month(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes Complete
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience Turnover Criteria, the supporting documents to prove his for exemption must be uploaded for evaluation by the buy
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be c 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

बिड विवरण/Bid Details	
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	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	50% Lowest Priced Technically Qualified Bidders
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
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	92250

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटे 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।/EMC EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category 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 the form of a surety bond. Beneficiary, wherever it is applicable.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the bidder in the form of a surety bond.

लाभार्थी /Beneficiary :

MSME TECHNOLOGY CENTRE ROHTAK, Ministry of Micro Small and Medium Enterprises, Plot No. 10 & 11, Sector 30B Rohtak, Haryana -124021
(Msme Technology Centre Rohtak)

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/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15

1. 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.

2. 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.

3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Org or PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during the Financial year.

4. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In case of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purchase preference. Relevant documentary evidence in this regard shall be uploaded along with bid. In case of product bids, the bidder shall provide evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is an MSE and MSE Seller (s) has / have quoted price within $L-1+ 15\%$ (Selected by Buyer) of margin of purchase preference band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded to such MSE Seller (s) (selected by Buyer) percentage of total quantity. The buyers are advised to refer the

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro, Small and Medium Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of supporting documents submitted.

5. 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 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.

6. 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. 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.

7. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of bid price from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer. If number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst 4 bidders). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer is chosen to split the bid amongst N sellers, then minimum N sellers would be taken to RA round. In case Primary product

one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of :
qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its re
available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of No
if bid of any seller(s) eligible for Make in India preference is / are coming within price band of 20% of non MII L-1, the
/ Make in India seller shall also be allowed to participate in the RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope Of work:[1787995020.pdf](#)

Profile of Consultants:[1787995025.pdf](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
05-09-2026 14:00:00	Admin Office, MSME Technology Centre Rohtak, Plot No. 10 & 11, Sector 30 E Rohtak, Haryana-124021

Hiring Of Consultants - Milestone/Deliverable Based - Technology Consultants, Managem Consultants, Functional Consultants, Consultant/Agency For Getting Fire NOC , OC, CTE/Creation Of As-Built Drawings; Fire NOC , OC, CTE/CTO And Creation .. (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Consulting Category/ Stream	Technology Consultants , Management Consultants , Functional Consultants , Consultant/Agency For Getting Fire NOC , OC, CTE/CTO and Creation of As-Built Drawings
Consultant's Profile	Fire NOC , OC, CTE/CTO and Creation of As-Built Drawings
Proof of Concept (POC) Required	No
Deployment of Consultants/Resource	Hybrid(As specified in scope of work)
एडऑन /Addon(s)	

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	Quantity	अतिरिक्त आवश्यकता /A Requireme
1	Ranjay Kumar Singh	124021,Plot No 10 And 11 Sector 30 B IMT	Project / Lumpsum Based	N/A

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

1. Generic

OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25% of the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration. For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25% with the consent of the service provider

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Scope of Bid:

Hiring a Consultant/Agency through GeM Portal for the work to be executed at MSME Technology Centre Rohtak Plot No. 10 & 11, Sector 30 B, IMT Rohtak, Haryana 124021

1. Getting Fire NOC (No Objection Certificate) from the concern Department
2. creation of As-Built Drawings and approval from the concern Department
3. Getting OC (Occupancy Certificate) from the concern Department
4. Getting Consent to Operate (CTO) from concern Department

Sub: To get Fire NOC from Fire Department (Haryana Fire Services) , Occupancy Certificate from HSIIDC & Creation of AS-Built Drawing , Total BUA-18,050.86 sq. ft. Situated at plot no. 10 & 11 Sector-30 B, IMT Rohtak, Haryana-124021.

1. MSME टेक्नोलॉजी सेंटर रोहतक में काम का दायरा / Scope of Work for Work at MSME Technology Centre Rohtak

फायर एनओसी (Fire NOC) – हरियाणा फायर विभाग / Fire NOC from Fire Department Haryana

कार्य में निम्नलिखित शामिल होंगे:/The scope of work broadly includes:

- संबंधित फायर स्टेशन में Fire NOC हेतु आवेदन तैयार करना एवं जमा करना।
Preparation and Submission of Application for Fire NOC at concerned Fire Station with all the relevant enclosures.
- आवश्यक दस्तावेजों सहित आवेदन प्रस्तुत करना।
Arrange site visit of the officials for inspection.
- निरीक्षण हेतु विभागीय अधिकारियों की साइट विजिट की व्यवस्था करना।
Forwarding the application with recommendation to fire office.
- विभाग द्वारा उठाई गई आपत्तियों/समस्याओं का समाधान करना। Resolving any issues if raised by the concern department.
- एनओसी दस्तावेज को अंतिम रूप देने के लिए संबंधित अधिकारियों के साथ बैठकें आयोजित करना।
To hold meetings with concerned Officials for finalizing the NOC document.
- अंतिम NOC प्राप्त कर मूल प्रति को साइट पर उपलब्ध कराना। To get the final NOC and arrange for fast dispatch of Original at our site.
- कार्य पूर्ण करने हेतु आवश्यक अन्य गतिविधियाँ।
And any other activity deemed necessary for completion of this work.

2. MSME टेक्नोलॉजी सेंटर रोहतक में काम का दायरा / Scope of Work for Work at MSME Technology Centre Rohtak

एज-बिल्ट ड्रॉइंग्स तैयार करना/ Creation of AS-Built Drawings

कार्य में निम्नलिखित शामिल होंगे: /The scope of work broadly includes:

- लगभग 250 एज-बिल्ट ड्रॉइंग्स तैयार करना।
Creation of AS-Built Drawings – approx. 250 nos.
- आवश्यकता अनुसार संबंधित अधिकारियों (J.E., SDO आदि) की साइट विजिट की व्यवस्था करना।
Arrange site visit of the concerned officials (J.E, SDO etc), if required.
- संबंधित विभाग से अनुमोदन प्राप्त करना।
Approval from concern Department.
- अनुमोदित रंगीन हार्ड कॉपी उपलब्ध कराना।
Submission of coloured Hard copy (easily readable) as approved by concern department.
- AutoCAD सॉफ्टवेयर में Editable Mode में सॉफ्ट कॉपी उपलब्ध कराना।
Soft copy in Auto-CAD software in editable mode.
- कार्य पूर्ण करने हेतु आवश्यक अन्य गतिविधियाँ।
And any other activity deemed necessary for completion of this work.

3. MSME टेक्नोलॉजी सेंटर रोहतक में काम का दायरा / Scope of Work for Work at MSME Technology Centre Rohtak

चएसआईआईडीसी से अधिभोग प्रमाण पत्र।

Occupancy Certificate from HSIIDC.

कार्य में निम्नलिखित शामिल होंगे:/The scope of work broadly includes:

- संपूर्ण फाइल तैयार करना, जिसमें HSIIDC से हस्ताक्षरित एवं मोहरयुक्त ड्रॉइंग्स की हार्ड कॉपी प्राप्त करना शामिल है। B R-III वैधता विस्तार से संबंधित आवश्यक कार्य करना। आवेदन एवं ड्रॉइंग्स को HSIIDC /संबंधित विभाग में ऑनलाइन/ ऑफलाइन जमा करना।

Preparation of entire set of file (including obtaining hard copy of signed and stamped drawings from HSIIDC , all necessary activities pertaining to BR-III validity extension as applicable) & online/offline submission of application along with drawings before HSIIDC/concerned department with all the relevant enclosures.

- संबंधित अधिकारियों (J.E., SDO आदि) की साइट विजिट की व्यवस्था करना।

Arrange site visit of the concerned officials (J.E, SDO etc).

- फाइल को संबंधित विभागों (J.E, SDO) एवं लेखा विभाग से स्वीकृत करवाना।

To get file cleared from concerned Official (J.E, SDO) and getting the file forwarded to Accounts department.

- लेखा विभाग से स्वीकृत करवाना। देय सरकारी शुल्क (यदि कोई हो) ग्राहक द्वारा जमा किए जाएंगे।

To get file cleared from the accounts department, after paying dues if any (to be paid by the client).

- चएसआईआईडीसी/संबंधित विभागों के साथ समन्वय स्थापित करना।

Coordinating at other concerned divisions at HSIIDC/ concerned department.

- अधिभोग प्रमाण पत्र प्राप्त कर मूल प्रति साइट पर उपलब्ध कराना।

To get the Occupation Certificate and arrange for fast dispatch of Original at our site.

- कार्य पूर्ण करने हेतु आवश्यक अन्य गतिविधियाँ।

And any other activity deemed necessary for completion of this work.

4. MSME टेक्नोलॉजी सेंटर रोहतक में काम का दायरा / Scope of Work for Work at MSME Technology Centre Rohtak

कंसेंट टू ऑपरेट (CTO)- हरियाणा राज्य प्रदूषण नियंत्रण बोर्ड (HSPCB) से संबंधित कार्य:

Consent to Operate (CTO) FROM Haryana State Pollution Control Board (HSPCB).

कार्य में निम्नलिखित शामिल होंगे:/The scope of work broadly includes:

- काम शुरू करने की मंजूरी (CTE) में संशोधन या नई मंजूरी
Revision or fresh approval of Consent to Execute –CTE
- एचएसपीसीबी (HSPCB) / संबंधित विभाग में संचालन की सहमति (CTO) के लिए ऑनलाइन/ऑफलाइन आवेदन जमा करना।
Submission of online/offline Application for Consent to Operate at HSPCB/ concerned department.
- क्षेत्रीय/फील्ड अधिकारी (Field Officer) से अनुशंसा प्राप्त करना और आवेदन को क्षेत्रीय कार्यालय (R.O.) को अग्रेषित करना।
To get recommendation and get the application forwarded from field officer to R.O.
- सीटीओ (CTO) की मंजूरी के लिए एचएसपीसीबी (HSPCB) / संबंधित विभाग में समन्वय करना।
Coordination at HSPCB/concerned department for the grant of CTO.
- सीटीओ (CTO) प्राप्त कर मूल प्रति साइट पर उपलब्ध कराना।
To get the CTO and arrange for fast dispatch of Original at our site.
- कार्य पूर्ण करने हेतु आवश्यक अन्य गतिविधियाँ।
And any other activity deemed necessary for completion of this work.

महत्वपूर्ण सूचना: Important Note:

सरकार को देय किसी भी शुल्क या बकाया राशि का भुगतान MSME टेक्नोलॉजी सेंटर रोहतक द्वारा किया जाएगा।

Any Government fee / dues that need to be paid shall be paid by MSME Technology Centre Rohtak.

कार्य पूर्ण करने की समय-सीमा

इस निविदा के अंतर्गत निर्धारित समस्त कार्य को एमएसएमई प्रौद्योगिकी केंद्र, रोहतक द्वारा क्रय आदेश (पीओ) की पुष्टि किए जाने की तिथि से 180 (एक सौ अस्सी) दिनों के भीतर पूर्ण किया जाना अनिवार्य होगा।

निर्धारित समय-सीमा के भीतर कार्य को पूर्ण करने की संपूर्ण जिम्मेदारी सफल निविदाकार/ठेकेदार की होगी।

Time for Completion: The entire scope of work specified under this tender shall be completed within 180 (One Hundred and Eighty) days from the date of Confirmation of the Purchase Order (PO) by MSME Technology Centre, Rohtak.

The successful bidder/contractor shall be solely responsible for completing the entire scope of work within the stipulated time period.

1. पूर्ण निविदा दस्तावेज GeM पोर्टल (<https://Bidplus.gem.gov.in/published-Bids>) पर उपलब्ध है।

The complete Bid document is available on GeM Portal (<https://Bidplus.gem.gov.in/published-B>

2. इच्छुक बोलीदाता GeM पोर्टल से निविदा दस्तावेज डाउनलोड कर सकते हैं। निविदा सूचना एमएसएमई टीसी रोहतक की वेबसाइट msmetcrohtak.org पर भी उपलब्ध है।

The Interested Bidder can download the Bid set from this GeM web site. The Bid Notice is also available C Rohtak web-site <http://www.msmetrohtak.org>

3. पात्रता संबंधी सभी दस्तावेज स्कैन एवं हस्ताक्षरित रूप में अपलोड करना अनिवार्य होगा।

All the documents in support of eligibility criteria etc. are also to be scanned & signed to be uploaded along with the Bid documents.

प्री-बिड तकनीकी बैठक

Pre-Bid Technical Meeting

निविदा दस्तावेज में निर्दिष्ट कार्यक्रमानुसार प्री-बिड तकनीकी बैठक आयोजित की जाएगी, जिसका उद्देश्य:

A pre-Bid technical meeting shall be conducted as per the schedule specified in the Bid document to:

- निविदा में उल्लिखित कार्यक्षेत्र और अपेक्षाओं को स्पष्ट करना।
Clarify the scope of work and expectations outlined in the Bid.
- इच्छुक बोलीदाता को स्पष्टीकरण प्राप्त करने का अवसर प्रदान करना।
Provide an opportunity for prospective bidder to seek clarifications.
- निविदा प्रक्रिया में पारदर्शिता एवं निष्पक्षता सुनिश्चित करना।
Ensure transparency and fairness in the Bidding process.

सभी इच्छुक बोलीदाता को निवेदन है कि वे अपनी बोलियां जमा करने से पहले आवश्यकताओं की स्पष्ट और व्यापक समझ प्राप्त करने के लिए बैठक में भाग लें।

किसी भी प्रश्न हेतु ईमेल करें: dgm-tcrohtak@dcmsme.gov.in

All interested Bidder are strongly encouraged to attend the pre-Bid meeting to gain a clear and complete understanding of the requirements before submission of their Bids.

For any query you may send email to – dgm-tcrohtak@dcmsme.gov.in

अनुलग्नक /A

योग्यता मानदंड / Qualifying Criteria

क्र.सं. / Sr. No.	विवरण / PARTICULARS	आवश्यक शर्त / DESCRIPTION
1	एजेंसी GST में पंजीकृत हो The Consultant/agency should be registered with GST	GST प्रमाणपत्र संलग्न करें/GST Reg. No. _____ प्रमाण पत्र की प्रति संलग्न है (हाँ/नहीं) Copy of certificate attached (Yes/No)
2	एजेंसी के पास PAN नंबर हो The Consultant/agency should have PAN No. _____	PAN प्रमाणपत्र संलग्न करें/PAN No. _____ प्रमाण पत्र की प्रति संलग्न है (हाँ/नहीं) Copy of certificate attached (Yes/No)
3	हरियाणा राज्य में Fire NOC, OC एवं CTO कंसल्टेंसी का कम से कम 3 वर्षों का अनुभव Have at least [3] years of experience in fire NOC consultancy, Occupancy Certificate consultancy & CTO consultancy in Haryana State. कम से कम 3 प्रोजेक्ट पूरे किए। Completed min 3 projects.	सहायक दस्तावेज की विधिवत हस्ताक्षरित और मुहर लगी प्रति ज्ञानी चाहिए। Dully Signed & Stamped copy of supporting Document to be provided. कम से कम 3 कंप्लीशन सर्टिफिकेट (पूरा होने का प्रमाण-पत्र) ज्ञानी चाहिए। Minimum 3 No. of Completion Certificate to be provided.
4	आर्किटेक्ट/एजेंसी HSIIDC में Empaneled हो Architect / Agency must be Empaneled with HSIIDC	संबंधित प्राधिकरण द्वारा सहायक दस्तावेज प्रस्तुत किए जाने चाहिए। Supporting Document to be provided from concerned authority.

5	योग्यता Qualification	एजेंसी के सलाहकार/अधिकारी को किसी मान्यता प्राप्त विश्वविद्यालय में होना चाहिए। Consultant/ official from the Agency must be from a recognized university.
6	नियम एवं शर्तों सहित बोली दस्तावेज Bid Documents including Terms & Conditions	बोली दस्तावेजों के प्रत्येक पृष्ठ की हस्ताक्षरित और मुहर लगी प्रतियाँ, जिसमें नियम और शर्तें भी शामिल हों। (हाँ/नहीं) Attach signed & Stamped copy of each page of documents including Terms & Conditions attached (Yes/No)
7	बोलीदाता का बैंक खाता विवरण Bank A/c detail of Bidder	बैंक का नाम / Bank Name: _____ खाता संख्या: / A/c No. _____ IFS कोड: / IFS Code: _____ (पासबुक/रद्द चेक संलग्न करें) (Copy of passbook / cancelled Cheque attached)

बोलीदाता के हस्ताक्षर एवं मुहर/Sign & Seal of Bidder

दिनांक: / Date:

फर्म का नाम: / Name of Firm:

पता: / Address:

अनुलग्नक / A

नियम एवं शर्तें

TERMS & CONDITIONS

1. एजेंसी सभी लागू कानूनों एवं नियमों का पालन सुनिश्चित करेगी।

The consultant/ Agency shall ensure compliance with all relevant laws and regulations.

2. भुगतान निम्नानुसार किया जाएगा:

Payments will be as follows:

- a. प्रथम भुगतान, बोली मूल्य (Bid Value) का 30%: फायर एनओसी (FIRE NOC) स्कोप और एज-बिल्ट ड्रॉइंग्स स्कोप (AS-Built Drawings Scope of Work) में उल्लेखित आवश्यक दस्तावेजों को सफलतापूर्वक सौंपने (handover) के 30 दिनों बाद, इनवॉइस (बिल) जमा करने के साथ।

First Payment 30 % of the Bid Value: 30 days after completion and successful handover of documents as mentioned in FIRE NOC Scope and AS-Built Drawings Scope of Work with submission of the invoice.

- b. अंतिम भुगतान: कार्यक्षेत्र में उल्लिखित सभी गतिविधियों के पूर्ण होने और आवश्यक दस्तावेजों के सफल हस्तांतरण के चालान जमा करने के 45 दिनों के भीतर।

Final Payment: 45 days after completion of all the activities and successful handover of documents as mentioned in Scope of Work with submission of the invoice.

9. बोली प्रक्रिया के दौरान बोली से संबंधित किसी भी शुद्धिपत्र / अधिसूचना के प्रकाशन के लिए नियमित रूप से GeM पोर्टल / एम रोहतक की वेबसाइट पर जाना पूरी तरह से ठेकेदार की जिम्मेदारी है।

This is the sole responsibility of the Bidder to visit GEM portal /MSME TC Rohtak website regularly for publication of Corrigendum / Notification related to the Bid during the Bidding process.

10. असंबंधित या आवश्यक दस्तावेजों के अलावा अन्य दस्तावेज जमा करने को 'गैर-जिम्मेदार बोली' (माना जाएगा और बोली का रद्द किया जा सकता है।

Submission of unrelated documents or other than the required one will be treated as non-responsive and the Bid may be liable for rejection.

11. डिफॉल्ट के लिए समाप्ति / Termination for Default:

एमएसएमई टीसी रोहतक, अनुबंध के उल्लंघन के लिए किसी भी अन्य उपाय के पूर्वाग्रह के बिना, आपूर्तिकर्ता को डिफॉल्ट का फैसला भेजकर, बयाना राशि/सुरक्षा जमा) को जब्त करते हुए अनुबंध को पूर्ण या आंशिक रूप से समाप्त कर सकता है।

MSME TC Rohtak may, without prejudice to any other remedy for breach of contract by written default sent to the Supplier, terminate the Contract in whole or part forfeiting the earnest money deposit.

- i) यदि परामर्शदाता/एजेंसी अनुबंध के तहत किसी अन्य दायित्व (obligation) को पूरा करने में विफल रहता है।
If the Consultancy/Agency fails to perform any other obligation(s) under the Contract.
- ii) यदि खरीदार (Purchaser) के निर्णय में, परामर्शदाता/एजेंसी अनुबंध के लिए प्रतिस्पर्धा करने या उसे निष्पादित करने में भ्रष्ट या धोखाधड़ी प्रथाओं में शामिल रहा है।
If the Consultancy/Agency, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- iii) शर्तों का उल्लंघन या कदाचार।
Breach of terms or misconduct.
- iv) GeM खरीद नियमों का पालन न करना।
Non-compliance with GeM procurement rules.

12. आचार संहिता / Code of Ethics:

परामर्शदाता/एजेंसी ऐसे अनुबंधों की खरीद या निष्पादन के दौरान भारत में लागू धोखाधड़ी और भ्रष्टाचार विरोधी कानूनों, अन्तिम निवारण अधिनियम 1988" (Prevention of Corruption Act 1988) सहित नैतिकता के उच्चतम मानकों का पालन बोलीदाता बिड पूलिंग (सांठगांठ) या धोखाधड़ी और भ्रष्टाचार के खिलाफ कानून के उल्लंघन में पाए जाते हैं, तो उनकी फर्मों को रद्द किया जा सकता है।

The Consultant/Agency shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement of such contracts. If the Bidders are found in Bid pooling or against law against fraud and corruption in their firms may be blacklisted.

13. क्षेत्राधिकार / Jurisdiction:

किसी भी विवाद की स्थिति में, कानूनी मामला केवल रोहतक की अदालत के क्षेत्राधिकार के अधीन होगा। इस बोली के संबंध में अनुबंध की व्याख्या भारतीय कानून के तहत की जाएगी।

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Court in Rohtak. The resultant contract with respect to this Bid will be interpreted under Indian Law.

हम उपरोक्त बिंदुओं (क्र. सं. 1 से 13) में दिए गए निर्देशों को अपनी स्वीकृति के साथ पुष्टि करते हैं।

We confirm with our acceptance to the instructions as given above points (Sr. No. :)

इस दस्तावेज के हिंदी और अंग्रेजी संस्करणों के बीच किसी भी प्रकार की विसंगति या विरोधाभास होने

की स्थिति में, अंग्रेजी संस्करण मान्य होगा।

"In case of any discrepancy or conflict between the Hindi and English versions of this document, the English version shall prevail.

3. 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 . The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences 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 shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, 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 / 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 Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted with of bid opening) 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 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 deviation / 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 .
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 specific EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by 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 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 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 can raise their representation against the same by using the Representation window provided in the bid details field dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allow bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including 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; a 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 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 stipulated 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 the 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 की 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 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 समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a 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 recommended by 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---