

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	20-11-2023 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	20-11-2023 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	75 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Pmo
Department Name/विभाग का नाम	Department Of Atomic Energy
Organisation Name/संगठन का नाम	Irel (india) Limited
Office Name/कार्यालय का नाम	Ho
Item Category/मद केटगरी	Hiring Of Agency For ISO Certification Service - ISO 9001 - Quality Management System (QMS), ISO 14001 - Environmental Management System (EMS), ISO 45001 - Occupational Health & Safety Management System (OHAS); Surveillance Audit, Re-certification Au..
Contract Period/अनुबंध अवधि	3 Year(s) 1 Day(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	1 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

Bid Details/बिड विवरण	
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	150000
<b>Payment Timelines</b>	Payments shall be made to the Seller within <b>30</b> days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes

#### EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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#### ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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#### Splitting/विभाजन

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

#### MII Compliance/एमआईआई अनुपालन

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

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any

bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

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

5. 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 defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

[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.

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. 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.

7. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

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

PRICE SCHEDULE - [1699087657.xlsx](#)

#### **Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Project Executed and Running for ISO Certification and Audits by the Service Provider:**a. similar works costing Rs. 45,000.00/- each

(OR)

b. similar works costing Rs. 75,000.00 each

(OR)

c. 1 similar work costing Rs. 1,20,000.00/-

**Scope of Work to be mentioned by Buyer:**[1699087777.pdf](#)

**Hiring Of Agency For ISO Certification Service - ISO 9001 - Quality Management System (QMS), ISO 14001 - Environmental Management System (EMS), ISO 45001 - Occupational Health & Safety Management System (OHAS); Surveillance Audit, Re-certification Au.. ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of ISO Certification Required	ISO 9001 - Quality Management System (QMS) , ISO 14001 - Environmental Management System (EMS) , ISO 45001 - Occupational Health & Safety Management System (OHAS)
Type of Service Required	Surveillance Audit , Re-certification Audit
Category of work required for ISO certification	ReCertification
Type of Professional Resources required	ISO certification expert in implementing specified certification
Qualification of Professional Resources required	Knowledge Expertise
Certification of Professional Resources required	Lead Auditor Certificate , Lead Implementer Certificate
Total Experience of Professionals Resources (In years)	0 to 3 Years
Deployment Location	Offsite
Post Service Support required	No
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Number of Consultants Required	1

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़****Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity( to be input 1 as price will be evaluated as per bid requirement)	Additional Requirement/अतिरिक्त आवश्यकता
1	K Jagan Mohan Babu	629252,IREL(India) Limited P.O.: MANAVALAKURICHI DIST.: KANYAKUMARI, STATE: TAMILNADU PIN -629 252	1	N/A

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

### **1. Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### **2. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

#### **PRE-QUALIFICATION CRITERIA**

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The tenderer should submit the following towards pre-qualification criteria.

1. Certification agency should have valid registered/accreditation with ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 through National Accreditation Board for certification Bodies, New Delhi (NABCB) which is branch of Quality Council of India (QCI) or any other international Accreditation Board who is a member of "IAF" for certifying organization for ISO 9001:2015, ISO 14001:2015, ISO 45001:2018. (Valid documentary proof must be submitted)
2. The bidder (the auditing agency) should have satisfactorily completed/executed IMS Recertification Audit and issue of certificate (i.e ISO 9001:2015, ISO 14001:2015, ISO 45001:2018) in the last seven previous financial years and current financial year up to the date of opening of the tender in any Central Government, PSU, CPSE or any other private organisation. (Copies of the work orders and completion certificate executed shall be enclosed along with the offer.)
3. The tenderer must have experience in successful completion of similar works during the last seven years ending 30.09.2023 and the same should be either of the following
  - a. similar works costing Rs. 45,000.00/- each  
(OR)
  - b. similar works costing Rs. 75,000.00 each  
(OR)
  - c. 1 similar work costing Rs. 1,20,000.00/-

The tenderer's average annual financial turnover during the last 3 years ending 31.03.2023 should be at least Rs. 60,000/-. (Attested proof of P & L statement of the company by a duly verified by statutory auditor or duly filed income tax return).

Pre qualification criteria complete in all respect must be uploaded. In the absence of receipt of Pre-qualification criteria, the offer will not be considered under any circumstances.

#### **Note:**

- 1. Documents in support of Pre-Qualification Criteria should be uploaded.**
- 2. Pre-Qualification Criteria can be relaxed for MSEs and Startup companies subject to meeting quality and technical specification.**

3. Offers from vendors defaulted to IREL (India) Limited, Manavalakurichi during last one year will not be considered.

### **TERMS & CONDITIONS**

1.0 Bidders have to upload the following along with the Bid

- (i) **Documents towards pre qualification of tender failing which offer shall not be accepted.**
- (ii) Copy of GST, PAN , MSME Registration
- (iii) ~~EMD Declaration~~
- (iv) Undertaking provided in tender, duly filled and signed
- (v) Contact details with e-mail, Phone no. etc.

### **2.0 Earnest Money Deposit (EMD)-**

~~2.1 Rs. -----/- (Rupees ----- only)-~~

~~2.2 Tenderer shall remit EMD through RTGS/ NEFT infavour of M/s IREL (India) Limited, Manavalakurichi.~~

~~2.3 Tenderer shall inform details of remittance of EMD & TDC through E-Mail/ FAX. The E-mail should contain full postal address of the Tenderer, Tender No. for which EMD & TDC were paid, payment details including amount, and UTR No. and bank details from which payment was done. IREL's Email id is [purchase-mk@irel.co.in](mailto:purchase-mk@irel.co.in)~~

~~2.4 Incase tenderer is submitting BG in lieu of EMD the same shall be strictly in the format given in the tender. The Original BG shall reach this office at least 3 days in advance from the date of opening of Techno-Commercial Bid.~~

~~2.5 Offers without EMD or valid EMD exemption certificate shall not be considered.~~

~~2.6 The EMD is liable to be forfeited if:~~

- ~~i. The tenderer changes the terms and conditions or prices or withdraw his quotation subsequent to the date of opening.~~
- ~~ii. The tenderer fails to accept the order when placed or fails to commence supplies/works after accepting the order.~~
- ~~iii. In case bidder submits false/fabricated documents.~~
- ~~iv. In case bidder fails to submit SD within 30 days of receipt of work/supply order.~~

~~2.7 PSU, State Govt. Undertakings are exempted from payment of EMD subject to request and approval. MSME /SSI units are exempted from payment of **EMD/ TDC** provided they submit valid MSME/ NSIC certificate along with commercial bid and to ensure that certificate pertains to the class of item/works for which floated.~~

### **3.0 SECURITY DEPOSIT (SD),**

~~3.1 Security deposit (SD) shall be uniformly levied @ 5% of contract value (excluding Taxes) towards satisfactory completion of the order/works as under:~~

- ~~a. For works contract valued more than Rs.2 lakhs.~~

~~b. For supply & service contract valued more than Rs.5 lakhs.~~

~~Performance Security is to be furnished by a specified date (generally 14 (fourteen) days after notification of the award) and it should remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the supplier/ contractor, including warranty obligations/ defect liability period (DLP).~~

~~3.2 Submission of SD/PBG, if called for in the tender can also be paid through Insurance Surety Bonds or 'account payee demand draft' or 'fixed deposit receipt from a Scheduled Commercial bank' or 'Bank Guarantee issued/ confirmed from any Scheduled Commercial Banks in India' or online payment to be confirmed sharing Unique Transaction Reference (UTR) to the tender inviting authority as called for in tender.~~

~~3.3 Bank Guarantees towards Bid Security/ Security Deposit/ PBG issued by Nationalised Banks/ Scheduled Commercial Banks (other than Cooperative Banks) only acceptable.~~

~~3.4. EMD/ Bid Security may be adjusted towards SD. However, if EMD is submitted in the form of Bank Guarantee, fresh Bank Guarantee in the prescribed format or demand draft/Bankers cheque is to be submitted towards SD.~~

~~3.5. The SD shall not bear any interest and is liable to be forfeited for unsatisfactory completion or on abandonment of the supply/ work order.~~

#### **4. Payment Terms**

a. Amount quoted shall be in Indian Rupees only

b. Amount quoted shall include

i. Fees to conduct an Initial / main audit for certification including application fee if any.

ii. Two surveillance audit in three years period.

iii. Certification Fee with certificate (in total two copies of each certificates) cost and postages (inclusive).

iv. Amount quoted shall include all incidental charges including, boarding, lodging, Travelling expenses or any taxes, duties, etc. GST shall be charged separately, in your Invoice with IREL GST No. **33AAACI2799F1ZL** enabling us to avail the GST credit.

v. The Contract price and the scope of work shall also include all services, etc. which is not specifically identified but are required for satisfactory execution of the contract.

c. No advance payment will be made by IREL.

d. The price quoted shall be firm valid till the complete execution of contract

e. Payment will be made within 30 days after completion of certification audit & issue of certificate; and within 30 days after each surveillance audit.

f. Payment to the contractor shall be made through electronic fund transfer schemes only. For this purpose Contractor has to furnish details of current Bank Account no., name of the Bank and Bank's specific code no.

g. Party has to produce GST Invoice.

#### **5. LIQUIDATED DAMAGES FOR DELAYED EXECUTION OF CONTRACT:**

If the Service Provider fails to perform the services within the time period(s) specified in the CONTRACT, the EMPLOYER shall, without prejudice to his other remedies under the CONTRACT, levy Liquidated damages from the CONTRACT PRICE, a sum calculated on the basis of the CONTRACT PRICE, including subsequent modifications.

**Deductions shall apply as per following formula:**

Half percent (0.5%) of the contract value per week of delay subject to a maximum of ten percent (10%) of contract value

EMPLOYER may deduct the amount so payable by Service Provider, from any amount falling due to the Service Provider or by recovery against the Performance Guarantee. Both Service Provider and EMPLOYER agree that the above percentages of price reduction are genuine pre-estimates of the loss/damage which the EMPLOYER would have suffered on account of delay/breach on the part of the Service Provider 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. A decision of the EMPLOYER in the matter of applicability of price reduction shall be final and binding.

6. **Completion Period:**

- a. Contract period: Total contract period of the work is 03 years
- b. Time lines: The contract milestones shall be as under

Sl No	Activity	Time line
1.	Certification audit and issue of certificate	To award Re-Certification to be issued by 11-February-2024 of ISO 9001:2015, ISO 14001:2015 & ISO 45001: 2018 valid for another 3 years.
2.	Surveillance Audit 1	Within 12 months from the last date of the Certification audit
3.	Surveillance Audit 2	Within 12 months from the last date of the Surveillance Audit 1.

7. In case of any discrepancy between Gem ATC and Buyer ATC, terms stipulated in Buyer ATC shall govern.
8. In case of any discrepancy between GeM SLA terms and ATC stipulated by IREL, Terms stipulated by IREL shall govern.
9. **MSE bidders are to carefully indicate their MSE status while bidding. In case any mistake done by the bidder, evaluation and order shall be done as per GeM provisions only and IREL (India) Limited shall not be any way held responsible.**

3. **Buyer Added Bid Specific ATC**

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

**Disclaimer/अस्वीकरण**



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. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

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.
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.

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.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./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 कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**