



Bid Number: GEM/2023/B/2962796

Dated: 09-01-2023

**Bid Document**

<b>Bid Details</b>	
<b>Bid End Date/Time</b>	30-01-2023 12:00:00
<b>Bid Opening Date/Time</b>	30-01-2023 12:30:00
<b>Bid Offer Validity (From End Date)</b>	60 (Days)
<b>Ministry/State Name</b>	Ministry Of Steel
<b>Department Name</b>	Steel Authority Of India Limited
<b>Organisation Name</b>	Rourkela Steel Plant
<b>Office Name</b>	Materials Management Purchase
<b>Item Category</b>	Custom Bid for Services - Physical verification of MM Stores Inventory
<b>Contract Period</b>	2 Year(s)
<b>MSE Exemption for Years of Experience and Turnover</b>	No
<b>Startup Exemption for Years of Experience and Turnover</b>	No
<b>Document required from seller</b>	Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (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
<b>Bid to RA enabled</b>	Yes
<b>RA Qualification Rule</b>	H1-Highest Priced Bid Elimination
<b>ITC available to buyer</b>	Yes
<b>Type of Bid</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Evaluation Method</b>	Total value wise evaluation

**EMD Detail**

Required	No
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**ePBG Detail**

Required	No
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## Splitting

Bid splitting not applied.

## MII Compliance

MII Compliance	Yes
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1. 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.

2. 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

## Additional Qualification/Data Required

**Service Level Agreement (SLA):**[1673250411.pdf](#)

**Scope of Work:**[1673250417.pdf](#)

**Payment Terms:**[1673250423.pdf](#)

**GEM Availability Report ( GAR):**[1673250428.pdf](#)

## Custom Bid For Services - Physical Verification Of MM Stores Inventory ( 1 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Physical verification of MM Stores Inventory
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)</b>	

### Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess
100%	100%

## Additional Specification Documents

### Consignees/Reporting Officer

S.No.	Consignee/Reporting Officer	Address	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement
1	Basanta Kumar Chowdhury	769011,OFFICE OF GM I/C (STORES & INSPECTION), CENTRAL STORES, SAIL ROURKELA STEEL PLANT	1	N/A

## Buyer Added Bid Specific Terms and Conditions

### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

### 2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

#### **SPECIAL TERMS AND CONDITION:**

**(i)** Physical verification of MM Stores(Inventory)(stores & spares) lying at Main stores and sub stores of MM department with reference to Book Stock and Report discrepancies, if any. Verifications to be done jointly with the concerned Store Keepers of MM department. This indent is for two years. Physical Verification to start within 15(Fifteen) days of finalisation of contract and to be completed within

(a) 31-03-2023 (for the year 2022-23)

(b) 31-03-2024 (for the year 2023-24)

(c) 31-12-2024 (for the year 9M 2024-25)

For this Verification job, the agency has to deploy experienced persons in order to have effective Internal Control system of RSP. All confidentialities of data pertaining to this job must be maintained by the vendor.

**(ii)** PC and Stationeries will be provided by Stock verification(SV) Section. All information/data pertaining to stores location, Electronic bin cards, Class-wise classification etc. will also be provided by SV section. However printing of

inventory sheets shall be done by the agency through our SAP system for which T\_code access will be given by C&I Dept. Printed copy inventory sheets will also be provided by SV section.

**(iii)**Co-ordination with MM(Stores) officials and store keepers, for smooth progress of the job, is the responsibility of the agency.

(iv) Vehicle will NOT be provided by RSP for movement inside/outside the Plant. The agency has to arrange its own transport for which necessary payment will be a part of the rate contract.

(v) During the course of job, for any clarifications, our SV section to be contacted.

(vi) Subject to satisfactory performance, The contract may be extended for further one year with same rate , terms and conditions at the discretion of RSP,

(vii) Payment: 100% progressive payment within Thirty days of submission of bill on monthly basis after deduction of SD @10% of bill amount .The same SD amount will be refunded after successful completion of the contract.

(viii) The job shall be physically verified by the Contractor. The verification sheets showing discrepancies if any, signed by the verifier and storekeeper has to be submitted on weekly basis to the executing official i.e (F&A)SV.

(ix) The agency is required to execute Personal Insurance worth above Rs 5,00,000/=(Rupees Five Lakhs only) per person or Group Insurance, and also submit ID Proofs of the persons to be engaged in the job, before starting the job.

(x) The agency has to abide by the Factories Act and Other Safety Rules & Regulations in force.

(xi) The progress shall be monitored by SV section on daily basis. For this the agency has to intimate a daily progress report to the executing official, showing no. of cards verified(Class wise-Location wise).

(xii) The agency has to engage its own employees and arrange safety shoes and helmets for them.

(xiii) The agency should ensure that all assigned class of MM(Stores)inventory items are verified. The list of Inventories are ( A, B, X, Y, AX, AY, AZ, BX, BY, BZ, CX, CY, C, Z & CZ )

(xiv)LIST OF LOCATIONS ;

(a) Central Stores-Bay-01, Bay-02, Bay-03,Bay-04, Bay-06, Bay- 08,Bay-10,Bay-11, Bay-12, Bay-14, Bay-15, Bay-17, Bay-19, Bay-23, Bay-25, Bay-27, Bay-29, AC stores.

(b) PS-11

(c) CSM Store

(d) Modernisation store

(e) Refractory Store

(f) CDY Store

(g) HSM sub store

(h) Traffic sub store

(i) CRM store

(j) Any other location as per the requirement

(xv)Monthly report has to be submitted to GM (F&A)Stock Verification section and MM dept. within 15 days from completion of the job, else penalty of Rupees 5000.00 will be imposed for each delay subject to maximum of 5% of

total contract value .In case of defaulter, RPN action shall be initiated against the contractor & the differential amount to be recovered from the defaulter firm.

(xvi) PAYING AUTHORITY : MANAGER(F&A)OB&A.

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#### **PENALTY CALUSES:**

1. Since this job is for expediting store jobs as well as for creating spaces for accommodating upcoming inbound deliveries for hsm#2, contractor has to provide job progress and manpower deployment on daily basis. failling to deploy required manpower i.e. ten unskilled and one supervisor will attract penalty as follows:

A) Failure to report of one or more manpower for consecutively two days will attract penalty of rs.5000/- day.

B) Failure to report of one or more manpower for subsequent days (from 3rd day onwards) will attract penalty of rs.8000/- per day from their pending bills. if such failure is observed regularly then rsp will take necessary punitive action as deemed fit including termination of contract.

**INSPECTION TERMS:**

Inspection will be done at site by executing officer.

**PLACE OF INSPECTION:**

In RSP

**INSPECTION AGENCY:**

GM (F&A)Stock Verification

**MATERIAL SUPPLY BY RSP (NON CHARGEABLE):**

1. PC and Stationeries will be provided by Stock verification(SV) Section.
2. All information/data pertaining to stores location, Electronic bin cards, Class-wise classification etc. will also be provided by SV section. However printing of inventory sheets shall be done by the agency through our SAP system for which T\_code access will be given by C&IT Dept. Two sets Printed copy of MM(Inventory)List will also be provided by F&A(SV),After verified, The Party shall submit their working report to F&A(SV) and other set to (MM)Stores Dept..
3. Firm has to submit their Final Discrepancy Report to F&A(SV).

**PRICE VARIATION CLAUSE:**

Firm price till service delivered.

**DELIVERY INSTRUCTION:**

- 1.Physical Stock Verification required for the year 2022-23,2023-24 and 2024-25.
- 2.Monthly stock verification report to be given to GM (F&A)&SV

**NOTES**

Work has to be completed in all respect for all locations as per the Terms and condition. For any part completion no payment will be released.

**ELIGIBILITY CRITERIA:**

1. Firm/Contractor should be registered under "The Institute of Cost Accounts of India" or " The Institute of Chartered Accounts of India".
2. The Firm/Contractor should have successfully completed one similar works costing not less than the amount equals to Rs 2,16,000 within the last 5 (Five)Financial Years . Documentary proof regarding same shall be submitted along with offer.
3. Similar works experience means verification of Fixed Assets/Movable Assets /Inventory (stores/spares)in Manufacturing Industries.

**Payment Terms:**

The payment will be paid on Monthly basis through GM(F&A)SV.

**Notes:**

1. EMD(Earnest Money Deposit) is not applicable for this bid. However, bidder has to submit the Bid Security Declaration in attached format Annexure -I.
2. Bidders are requested to submit duly filled up, signed and stamped declarations as per attached format in Gem bid.
3. Total quantity of this bid is 60,000 with Unit code "AU". However being a service contract qty mentioned as 1.
4. Bidders are request to quote their price for total 60,000 Qty including GST.
5. Success bidder has to provide the unit wise price breakup for placement of order.

**Unworkable Rate:**

If a tenderer quotes unworkable rates i.e. if the quoted price is less than 15% of the estimated price & is considered for placement of order, the party will be asked to justify the rate quoted and will be required to give Performance Guarantee Bond(PBG) in the form of Bank Draft/Bank Guarantee if the justification given by bidder regarding rates has not been accepted or has been refused.

**Risk Purchase :**

If the Supplier/Contractor fails to deliver the stores either in full or in part, within the prescribed delivery period, the Purchaser shall be entitled at his option to take alternate procurement action, at the risk & cost of the supplier for the unsupplied portion of the goods / items /services for which delivery has expired without canceling the contract in respect of the stores not yet due for delivery, or to cancel the contract based on progress of work, including stores not due for delivery, and, if thought fit/necessary, to purchase the stores at the risk and cost of the Supplier. The price differential in case of higher cost to SAIL, if any, shall have to be borne by the defaulting supplier. Moreover the defaulting supplier shall have no claim over the quantity, which they failed to supply.

**3. Buyer Added Bid Specific ATC**

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

## **Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. 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](#), conditons 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 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.

**---Thank You---**