



Bid Number/बोली क्रमांक (बिड संख्या): GEM/2024/B/4836404 Dated/दिनांक : 03-04-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण		
Bid End Date/Time/बिड बंद होने की तारीख/समय	15-04-2024 11:00:00	
Bid Opening Date/Time/बिड खुलने की तारीख/समय	15-04-2024 11:30:00	
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)	
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Education	
Department Name/विभाग का नाम	Department Of Higher Education	
Organisation Name/संगठन का नाम	Indian Institute Of Information Technology (iiit)	
Office Name/कार्यालय का नाम	630 Gnan Marg Sri City Chittoor District Ap	
ltem Category/मद केटेगरी	Manpower Outsourcing Services - Fixed Remuneration - Admin; Administrative Operator or Office Assistant or Executive Assistant; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Admin; Multi-tasking Staff; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Admin; Assistant Manager Academics; Post Graduate , Manpower Outsourcing Services - Fixed Remuneration - Admin; Assistant Manager Facilities; Post Graduate , Manpower Outsourcing Services - Fixed Remuneration - Admin; Assistant Manager Hostels; Post Graduate , Manpower Outsourcing Services - Fixed Remuneration - Finance/Accounts; Assistant Manager Accounts; Post Graduate , Manpower Outsourcing Services - Fixed Remuneration - Finance/Accounts; Accounting Operator or Accounts Assistants or Accounts Executive; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Admin; Administrative Assistant; Graduate , Manpower Outsourcing Services - Fixed Remuneration - IT-Technical; CSE Lab Assistant; Graduate , Manpower Outsourcing Services - Fixed Remuneration - IT-Technical; ECE Lab Assistant; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Others; Plumber; ITI , Manpower Outsourcing Services - Fixed Remuneration - Others; Plumber; ITI , Manpower Outsourcing Services - Fixed Remuneration - Others; Caretaker Hostels; Graduate	
Contract Period/अनुबंध अवधि	1 Year(s)	
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	20 Lakh (s)	

Bid Details/बिड विवरण	
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and 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 to RA enabled/बिंड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिंड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	3848880
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वितीय दस्तावेज ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

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ш	Described (2007)	N
ш	। Required/आवश्यकता	l No
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ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India	
ePBG Percentage(%)/ईपीबीजी प्रतिशत (%)	3.00	
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	15	

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

Registrar

630 Gnan marg Sri City Chittoor District AP, Department of Higher Education, Indian Institute of Information Technology (IIIT), Ministry of Education (Registrar, liit Sri City)

Splitting/विभाजन

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

MII Compliance/एमआईआई अन्पालन

MII Compliance/एमआईआई अनुपालन	Yes

MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes

- 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.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Scope of work & Job Description: 1712150451.pdf

Pre Bid Detail(s)

Pre-Bid Date and Time Pre-Bid Venue	
08-04-2024 11:00:00	Manpower Outsourcing Pre-Bid Meeting Monday, April 8 · 11:00am – 12:00pm Time zone: Asia/Kolkata Google Meet joining info Video call link: https://meet.google.com/wiv-dgnt-aon Or dial: (US) +1 573-987-0072 PIN: 958 902 893#

Manpower Outsourcing Services - Fixed Remuneration - Admin; Administrative Operator Or Office Assistant Or Executive Assistant; Graduate (1)

Specificatio n	Values		
Core			
Type of Function	Admin		
List of Profiles	Administrative Operator or Office Assistant or Executive Assistant		
Educational Qualification	Graduate		
Specialization	Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)		
Post Graduation	Not Required		
Specialization for PG	Not Applicable		
Experience	0 to 3 Years		
State	NA		
District	NA		
Zipcode	NA		

Specificatio n	Values	
Addon(s)/एडऑ	न	
	Additional Details/अतिरिक्त विवरण	
Title for Optional Allowance 1	0	
Title for Optional Allowance 2	0	
Title for Optional Allowance 3	0	
Designation	Office Assistant	

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती / रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 15300 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

$\label{lem:manpower} \textbf{Manpower Outsourcing Services - Fixed Remuneration - Admin; Multi-tasking Staff;} \\ \textbf{Graduate (1)}$

Specificatio n	Values	
Core	Core	
Type of Function	Admin	
List of Profiles	Multi-tasking Staff	
Educational Qualification	Graduate	

Specificatio n	Values			
Specialization	Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)			
Post Graduation	Not Required			
Specialization for PG	Not Applicable			
Experience	0 to 3 Years			
State	NA			
District	NA			
Zipcode	NA			
Addon(s)/एडऑन				
Additional Details/अतिरिक्त विवरण				
Title for Optional Allowance 1	0			
Title for Optional Allowance 2	0			
Title for Optional Allowance 3	0			
Designation	Multi-Skilled Intern			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 15300 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Admin; Assistant Manager Academics; Post Graduate ($\bf 1$)

Specificatio n	Values	
Core		
Type of Function	min	
List of Profiles	Assistant Manager Academics	
Educational Qualification	Post Graduate	

Specificatio n	Values			
Specialization	Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)			
Post Graduation	Required			
Specialization for PG	Commerce , Economics , Arts , Science , Social , Engineering (Civil/Mech /Elec./IT/Comp Sc./Electronics/E&E/Prod/Chem./Biotech) , Management(Marketing/Operations /Finance/General			
Experience	3 to 7 Years			
State	NA			
District	NA			
Zipcode	NA			
Addon(s)/एडऑन				
	Additional Details/अतिरिक्त विवरण			
Title for Optional Allowance 1	0			
Title for Optional Allowance 2	0			
Title for Optional Allowance 3	0			
Designation	Assistant Manager Academics			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 32785 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Admin; Assistant Manager Facilities; Post Graduate ($\bf 1$)

Specificatio n	Values	
Core		
Type of Function	Admin	
List of Profiles	Assistant Manager Facilities	
Educational Qualification	Post Graduate	

Specificatio n	Values			
Specialization	Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)			
Post Graduation	Required			
Specialization for PG	Commerce , Economics , Arts , Science , Social , Engineering (Civil/Mech /Elec./IT/Comp Sc./Electronics/E&E/Prod/Chem./Biotech) , Management(Marketing/Operations /Finance/General			
Experience	3 to 7 Years			
State	NA			
District	NA			
Zipcode	NA			
Addon(s)/एडऑन				
	Additional Details/अतिरिक्त विवरण			
Title for Optional Allowance 1	0			
Title for Optional Allowance 2	0			
Title for Optional Allowance 3	0			
Designation	Assistant Manager Facilities			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	 Basic monthly pay (INR) exclusive of GST: 32785 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Admin; Assistant Manager Hostels; Post Graduate ($\bf 1$)

Specificatio n	Values	
Core		
Type of Function	Admin	
List of Profiles	ssistant Manager Hostels	
Educational Qualification	Post Graduate	

Specificatio n	Values			
Specialization	Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)			
Post Graduation	Required			
Specialization for PG	Commerce , Economics , Arts , Science , Social , Engineering (Civil/Mech /Elec./IT/Comp Sc./Electronics/E&E/Prod/Chem./Biotech) , Management(Marketing/Operations /Finance/General			
Experience	3 to 7 Years			
State	NA			
District	NA			
Zipcode	NA			
Addon(s)/एडऑन				
	Additional Details/अतिरिक्त विवरण			
Title for Optional Allowance 1	0			
Title for Optional Allowance 2	0			
Title for Optional Allowance 3	0			
Designation	Assistant Manager Hostels			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	 Basic monthly pay (INR) exclusive of GST: 32785 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Finance/Accounts; Assistant Manager Accounts; Post Graduate (1)

Values
Finance/Accounts
Assistant Manager Accounts
Post Graduate
Commerce

Specification	Values		
Post Graduation	Required		
Specialization for PG	Commerce , Management(Marketing/Operations /Finance/General		
Experience	3 to 7 Years		
State	NA		
District	NA		
Zipcode	NA		
Addon(s)/एडऑन			
Additional Details/अतिरिक्त विवरण			
Title for Optional Allowance 1	0		
Title for Optional Allowance 2	0		
Title for Optional Allowance 3	0		
Designation	Assistant Manager Accounts		

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 32785 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Finance/Accounts; Accounting Operator Or Accounts Assistants Or Accounts Executive; Graduate (1)

Specification	Values
Core	
Type of Function	Finance/Accounts
List of Profiles	Accounting Operator or Accounts Assistants or Accounts Executive
Educational Qualification	Graduate
Specialization	Commerce

Specification	Values		
Post Graduation	Not Required		
Specialization for PG	Not Applicable		
Experience	0 to 3 Years		
State	NA		
District	NA		
Zipcode	NA		
Addon(s)/एडऑन			
Additional Details/अतिरिक्त विवरण			
Title for Optional Allowance 1	0		
Title for Optional Allowance 2	0		
Title for Optional Allowance 3	0		
Designation	Accounts Assistant		

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती / रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 23500 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Admin; Administrative Assistant; Graduate ($\bf 1$)

Specificatio n	Values
Core	
Type of Function	Admin
List of Profiles	Administrative Assistant
Educational Qualification	Graduate

Specificatio n	Values
Specialization	Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Addon(s)/एडऑ	न
	Additional Details/अतिरिक्त विवरण
Title for Optional Allowance 1	0
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	Administrative Assistant

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 23500 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - IT-Technical; CSE Lab Assistant; Graduate ($\bf 1$)

Specification	Values
Core	
Type of Function	IT-Technical
List of Profiles	CSE Lab Assistant
Educational Qualification	Graduate
Specialization	Commerce , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)

Specification	Values				
Post Graduation	Not Required				
Specialization for PG	Not Applicable				
Experience	0 to 3 Years				
State	NA				
District	NA				
Zipcode	NA				
Addon(s)/एडऑन					
	Additional Details/अतिरिक्त विवरण				
Title for Optional Allowance 1	0				
Title for Optional Allowance 2	0				
Title for Optional Allowance 3					
Designation	CSE Lab Assistant				

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती / रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 21800 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - IT-Technical; ECE Lab Assistant; Graduate ($\bf 1$)

Specification	Values		
Core			
Type of Function	IT-Technical		
List of Profiles	ECE Lab Assistant		
Educational Qualification	Graduate		
Specialization	Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)		

Specification	Values
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Addon(s)/एडऑन	
	Additional Details/अतिरिक्त विवरण
Title for Optional Allowance 1	0
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	ECE Lab Assistant

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 21800 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

$\label{lem:manpower outsourcing Services - Fixed Remuneration - Others; Electrician; Diploma (1)$

Specification	Values	
Core		
Type of Function	Others	
List of Profiles	Electrician	
Educational Qualification	Diploma	

Specification	Values			
Specialization	Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech) , Diploma in Electrical or ITI			
Post Graduation	Not Required			
Specialization for PG	Not Applicable			
Experience	3 to 7 Years			
State	NA			
District	NA			
Zipcode	NA			
Addon(s)/एडऑन				
Additional Details/अतिरिक्त विवरण				
Title for Optional Allowance 1	0			
Title for Optional Allowance 2	0			
Title for Optional Allowance 3	0			
Designation	Electrician			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती / रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 21800 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

${\bf Manpower\ Outsourcing\ Services\ -\ Fixed\ Remuneration\ -\ Others;\ Plumber;\ ITI\ (\ 1\)}$

Specification	Values	
Core		
Type of Function	Others	
List of Profiles	Plumber	
Educational Qualification	ITI	
Specialization	ITI	
Post Graduation	Not Required	

Specification	Values			
Specialization for PG	Not Applicable			
Experience	3 to 7 Years			
State	NA			
District	NA			
Zipcode	NA			
Addon(s)/एडऑन				
Additional Details/अतिरिक्त विवरण				
Title for Optional Allowance 1	0			
Title for Optional Allowance 2	0			
Title for Optional Allowance 3	0			
Designation	Plumber			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 15300 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Others; Driver - LMV; High School (${\bf 1}$)

Specification	Values
Core	
Type of Function Others	
List of Profiles	Driver - LMV
Educational Qualification High School	
Specialization	10th

Specification	Values			
Post Graduation	Not Required			
Specialization for PG	Not Applicable			
Experience	3 to 7 Years			
State	NA			
District	NA			
Zipcode				
Addon(s)/एडऑन				
Additional Details/अतिरिक्त विवरण				
Title for Optional Allowance 1	0			
Title for Optional Allowance 2 0				
Title for Optional Allowance 3				
Designation	Driver			

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती / रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 16000 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

Manpower Outsourcing Services - Fixed Remuneration - Others; Caretaker Hostels; Graduate ($\bf 1$)

Specificatio n	Values
Core	
Type of Function	Others
List of Profiles	Caretaker Hostels
Educational Qualification	Graduate

Specificatio n	Values					
Specialization	10th , Commerce , Economics , Arts , Science , Social , Management(Marketing/Ope rtions/Finance/ General , Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)					
Post Graduation	Not Required					
Specialization for PG	Not Applicable					
Experience	0 to 3 Years					
State	NA					
District	NA					
Zipcode	NA					
Addon(s)/एडओ	Addon(s)/एडऑन					
Additional Details/अतिरिक्त विवरण						
Title for Optional Allowance 1	0					
Title for Optional Allowance 2	0					
Title for Optional Allowance 3	0					
Designation	Caretaker Hostels					

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Dendukuri Hari Krishnam Raju	517646,630, Gnan marg, Sri City, Chittoor District, Andhra Pradesh	1	Basic monthly pay (INR) exclusive of GST: 15300 Bonus (INR Monthly): 0 EDLI (INR Monthly): 0 EPF Admin Charges (INR Monthly): 125 Estimated Number of Overtime Hours per Resource per Month: 0 Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST): 0 Optional Allowances 1 (INR Monthly): 0 Optional Allowances 2 (INR Monthly): 0 Optional Allowances 3 (INR Monthly): 0 Provident Fund (INR Monthly): 1800 ESI (INR Monthly): 1800 ESI (INR Monthly): 488 Tenure/ Duration of Employment (In Months): 12

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 uploaded ATC document Click here to view the file.

3. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

IIIT Sri City Chittoor Opex Account No. 38329375681 IFSC Code SBIN0016527 Bank Name SBI Branch address

115, Peepul Boulevard Sri City Chittoor District

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

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 <u>General Terms and Conditions/सामान्य नियम और शर्त</u>, conditions stipulated in Bid and <u>Service Level Agreement</u> specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्त 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 कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---