

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	10-02-2026 19:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	10-02-2026 19:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Railways
विभाग का नाम/Department Name	Indian Railways
संगठन का नाम/Organisation Name	North Western Railway
कार्यालय का नाम/Office Name	North Western Railway
वस्तु श्रेणी /Item Category	Monthly Basis Cab & Taxi Hiring Services - SUV; 2500 km x 320 hours; Outstation 24*7 , Monthly Basis Cab & Taxi Hiring Services - MUV; 2000 km x 320 hours; Outstation 24*7
अनुबंध अवधि /Contract Period	2 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	62 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *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

**बिड विवरण/Bid Details**

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/ <b>Do you want to show documents uploaded by bidders to all bidders participated in bid?</b>	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / <b>Minimum number of bids required to disable automatic bid extension</b>	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / <b>Number of days for which Bid would be auto-extended</b>	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / <b>Number of Auto Extension count</b>	1
बिड से रिवर्स नीलामी सक्रिय किया/ <b>Bid to RA enabled</b>	Yes
रिवर्स नीलामी योग्यता नियम/ <b>RA Qualification Rule</b>	50% Lowest Priced Technically Qualified Bidders
बिड का प्रकार/ <b>Type of Bid</b>	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / <b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
अनुमानित बिड मूल्य / <b>Estimated Bid Value</b>	12220832.88
मूल्यांकन पद्धति/ <b>Evaluation Method</b>	Total value wise evaluation
मध्यस्थता खंड/ <b>Arbitration Clause</b>	No
सुलह खंड/ <b>Mediation Clause</b>	No

**ईएमडी विवरण/EMD Detail**

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	211110

**ईपीबीजी विवरण /ePBG Detail**

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	26

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

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

**लाभार्थी /Beneficiary :**

FA&CAO/C/NWR/JP  
North Western Railway, JAIPUR  
(Fa And Cao/c/nwr/jp)

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	No
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**एमएसई के लिए सक्षम प्राधिकारी का विवरण:/Details of the Competent Authority for MSE**

सक्षम प्राधिकारी का नाम/Name of Competent Authority	SUSHIL KUMAR
सक्षम प्राधिकारी का पदनाम/Designation of Competent Authority	DY CE/C/BNW
सक्षम प्राधिकारी का कार्यालय/विभाग/प्रभाग/Office / Department / Division of Competent Authority	N.W.RAILWAY BHIWANI
सीए अनुमोदन संख्या/CA Approval Number	Dy.CE/C/BNW Hiring vehicle
सक्षम प्राधिकारी अनुमोदन तिथि/Competent Authority Approval Date	12-01-2026
सक्षम प्राधिकारी द्वारा प्रदान की गई स्वीकृति का संक्षिप्त विवरण//Brief Description of the Approval Granted by Competent Authority	it is service contract and as per quantity in service, it is not splittable for MSME purchases preference. Hence purchase preference can not be provided to MSME firms

Competent Authority Approval for not opting Micro and Small Enterprises Preference : [View Document](#)

1. 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.
2. 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. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. 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.

4. 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.

5. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of prices from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L-1 to L-4). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer has chosen to split the bid amongst N sellers, then minimum N sellers would be taken to RA round. In case Primary products of only one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of sellers qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its reseller) if available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of Non MSE L-1 or 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, then such MSE / Make in India seller shall also be allowed to participate in the RA process.

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

**Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):6**

**Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):6**

**Minimum years (up to 5 years) of experience in related field:3**

**Geographic Presence in States:Haryana, Rajasthan, Delhi**

**Rate Per Km for Extra Usage in excess of chosen package as per the Vehicle Type selected. In case of bunch bid buyer must indicate extra KM rate for every Vehicle Type that is bunched::**Monthly package cost divided by no. of kms in monthly package multiplied by factor 0.5 in case of normal service and 0.4 in case of 24x7 service

**Rate Per Hour (Inclusive of GST) for Extra Usage in excess of chosen package**Monthly package cost divided by no. of hours in monthly package multiplied by factor 0.4. In case of 24x7 service, no charges for extra hours to be paid an example of calculation for extra kms illustrated below for reference.

**Monthly Basis Cab & Taxi Hiring Services - SUV; 2500 Km X 320 Hours; Outstation 24\*7 ( 4 )**

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Vehicle Type	SUV
Type of car (Please select at least 3 options)	Mahindra XUV 500 , Hyundai Creta , Mahindra Scorpio
Usage Variant	2500 km x 320 hours
Type of Service	Outstation 24*7

विवरण/ Specification	मूल्य/ Values
Year of Vehicle Model	2024 , 2025
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	Non-A/C
Area of Operation	Plains
Fuel Type	Any
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**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Vehicles Required	अतिरिक्त आवश्यकता /Additional Requirement
1	Sushil Kumar	127021,Dy CE/C Bhiwani Office , Near Railway Station Bhiwani	4	<ul style="list-style-type: none"> <li>Duration in Months for which service is required : 24</li> </ul>

**Monthly Basis Cab & Taxi Hiring Services - MUV; 2000 Km X 320 Hours; Outstation 24\*7 ( 7 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Vehicle Type	MUV
Type of car (Please select at least 3 options)	Mahindra Bolero Camper , Tata Xenon , Mahindra Imperio , Isuzu Dmax
Usage Variant	2000 km x 320 hours
Type of Service	Outstation 24*7
Year of Vehicle Model	2024 , 2025
Km Travelled	Upto 25,000 Kms

विवरण/ Specification	मूल्य/ Values
Air Conditioning Requirement	Non-A/C
Area of Operation	Plains
Fuel Type	Any
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**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Vehicles Required	अतिरिक्त आवश्यकता /Additional Requirement
1	Sushil Kumar	127021,Dy CE/C Bhiwani Office , Near Railway Station Bhiwani	7	<ul style="list-style-type: none"> <li>Duration in Months for which service is required : 24</li> </ul>

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

**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. Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

**4. Buyer Added Bid Specific SLA**

File Attachment [Click here to view the file.](#)

**5. Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

FA AND CAO/C/NWR/JAIPUR  
payable at  
JAIPUR

. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

#### 6. **Forms of EMD and PBG**

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

FA AND CAO/C/NWR/JAIPUR

. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

#### 7. **Forms of EMD and PBG**

Bidders can also submit the EMD with Banker's Cheque in favour of

FA AND CAO/C/NWR/JAIPUR  
payable at  
JAIPUR

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

#### 8. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

FA AND CAO/C/NWR/JAIPUR  
payable at  
JAIPUR

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

#### 9. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

FA AND CAO/C/NWR/JAIPUR

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

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

Buyer Added text based ATC clauses

#### **Additional Terms and Conditions**

1. Head Quarters of vehicle will be at Bhiwani Unit. The Head Quarters of vehicles of other concerned officers and supervisors will be based on HQ of the concerned officer/supervisor posted at Bhiwani.

2. All vehicle should have taxi permit for Rajasthan, Haryana and Delhi state/UT. In case the vehicle is plied beyond the state of Rajasthan, Haryana and Delhi, obtaining of necessary permit shall be the responsibility of the bidder.
3. It should be stipulated that the vehicle to be supplied should be registered as a commercial vehicle under transport authority. It should have valid insurance and should meet requirements of pollution standard etc. as per provisions of Motor Vehicle Act and fulfil any statutory obligations as applicable. Driver should possess a valid commercial driving license. Permits as per applicability will be the responsibility of the bidder.
4. The agency participating in the tender should be registered under GST Act if applicable as per Act and furnish valid GST.
5. The contractor shall be responsible for providing vehicles at any point of time in day or night even at short notice during urgency/emergency. Drivers should have live mobile phone connection so that they are contactable whenever required.
6. The contract for the vehicle hired can also be short-closed with a shorter notice on account of unsatisfactory services at the discretion of the Nodal officer in charge of hiring of vehicles. Unsatisfactory service shall mean and include non-compliance of any of the obligations by the service provider, as given in this agreement.
7. Contractor shall be fully responsible for any repair, accident, loss, damage to the vehicle and driver.
8. Due to variation in contract quantities vitiation may occur. This contract shall be considered as vitiated in terms of Executive Director Transformation/Railway Board's letter no. 2017/Trans/01/Policy dated 08.02.2018. This letter may be accessed by following the path [www.indianrailways.gov.in](http://www.indianrailways.gov.in) ---> Ministry of Railways ---> Railway Board ---> About Indian Railways ---> Railway Board Directorates ---> Civil Engineering ---> Works Programme, Works Contract & Arbitration and Other related Circulars ---> Contract & Arbitration Circulars ---> Letters ---> Policy Letter No. 2017/Trans/01/Policy Date 08.02.2018. If such vitiation occurs due to variation in contract quantities, then the vitiated amount shall be deducted from the service provider to whom this contract is already awarded.
9. Definition of similar services for this bid shall be "**Hiring of Vehicle**" for the purpose of evaluation of bid.
10. Past Experience of Similar Services: The Bidder must have successfully executed/completed at least one single order of 80% of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40% of the Estimated Bid Value for similar service(s) in last financial years ending 31" March of the previous financial year for any Central/State Govt Organization/PSU/Public Listed Company. Documentary evidence in the form of completion certificate issued by Central/State Govt Organization / PSU / Public Listed Company in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer, else the bid shall be summarily rejected. In case bidder submits Past Experience certificate issued by a Public Listed Company then such certificate issuing company shall be a Public Listed Company on or prior to the date of opening of bid. Bidder shall submit documentary proof for the same else bid shall be summarily rejected. Moreover, bidder shall sign and submit copy of document regarding person authorized by the Public Listed Company to issue such certificate to bidder else the bid shall be summarily rejected. In case a work is started prior to the year 2022-23, but successfully executed/completed in last 03 (three) financial years including current financial year, then that work shall be considered for fulfilment of credentials (**Annexure-IV**)
11. Service provider shall submit the bid with due diligence after going through the complete bid document.
12. No post bid submission of documents shall be permitted. However, only clarifications may be called for by Buyer in respect of any part/document submitted by the bidder which shall be clarified within 10 working days of the date of issue of such letter failing which the bid shall be dealt with as per available documents.
13. The documents uploaded by the Service provider on GeM shall be legible else bid shall be evaluated on the basis of legibility of the document. It shall be incumbent upon the service provider to identify state and submit legible supporting documents by which he/she is qualifying the eligibility criteria mentioned in the bid document.
14. No Suo moto cognizance of any document available in public domain (i.e. on internet etc.) or in Buyer's record/office files etc. shall be taken for consideration of the bid if no such mention is available in bid submitted.
15. The Buyer reserves the right to verify all statements, information and documents submitted by the bidder in his/her bid and the bidder shall, when so required by the Buyer, make available all information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification by the buyer shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the Buyer there under.
16. Bidder shall sign and submit details of the firm as per the **Annexure- "III"** (Mandatory), such as full name of the firm, registered office address, constitution of the firm (sole proprietor/partnership etc.), bank account details of firm, bank account number, name of bank, name of branch, bank's specific code number (MICR & IFSC) to facilitate electronic payment, copy of PAN card and email ID. If above details is not uploaded

ed by the bidder along with bid then the bid shall be summarily rejected.

17. The hired vehicle(s) engaged by the contractor will display a painted board with bold and Legible words 'ON GOVT. (RAILWAYS) DUTY' during the contract period.
18. Conditional bids are liable to be rejected straight away. Railway reserves the right to reject such bids summarily without assigning any reason whatsoever.
19. 10. Financial Eligibility: Bidder shall submit & upload annual contractual turnover during last three financial years ending 31 March of the previous financial year as per **Annexure-II**(Mandatory). If this certificate is not uploaded by the bidder along with bid, then the bid shall be summarily rejected.
20. The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupt. Certificate of above as per **Annexure I** shall be uploaded with the bid. If certificate pertaining above details is not uploaded by the bidder along with the bid, the bid shall be summarily rejected.
21. All documents submitted by the bidder must be either in Hindi or English. Documents in any other language must be translated either in Hindi or English before uploading as part of bid documents, else it shall not be considered during evaluation of bid.
22. The vehicle should be available for any outstation duty during the contract period. The toll charges and other taxes for the outstation duty will be borne by the contractor. On production of toll receipt; the amount will be reimbursed by railways.
23. The vehicle to be parked at officers/user's premises or office premises based on the instruction of the user.
24. All other terms and conditions of the contract for Hiring of vehicles, which are not specified above, will be governed by Service level Agreement (SLA) for monthly basis cab & taxi hiring services of GeM Portal.
25. Working of Railways is 24x7; hence driver may be called at any time in emergent situation. Contractor must ensure availability of driver whenever they are called.
26. The contract awarding authority may increase or decrease the quantity of vehicles and duration of contract as per GeM SLA/GCC. However the variation put together shall not reduce or exceed 25% / 50% of contract value.
27. The vehicle to be supplied should be registered as a Commercial vehicle with transport authority. It should have valid-insurance and should meet requirements of pollution standard etc. as per provisions of Motor Vehicle Act and fulfil any other statutory obligations as applicable. Driver should possess a valid commercial driving license.
28. The vehicle should be mechanically sound and shall be maintained decently with neat and clean interiors. The driver should possess good behaviour and be neatly dressed.
29. The agency participating in the tender should be registered under GST Act if applicable as per act and furnish valid GSTIN.
30. Contractor should fulfil all statutory requirements with respect to labour laws like minimum wage to driver, PF, ESI, etc. He/ She will bear all liability in terms of Workman Compensation Act in case of accidents/injury of his employee.
31. Contractor shall be fully responsible for any repair, accident, loss, damage to the vehicle and driver.
32. ATC supersedes STC which supersedes GTC, whenever there are any conflicting provisions.
33. It is mentioned in the SLA that the time of service shall start from the point of pick up to the point of final drop off and the garage hours and KM shall not be included.
34. Local travel would include areas covered within the city limits or up to 50 KM of one-way travel, whichever is higher and outstation would include the areas covering outside the city limits or more than 50 KMs of one-way travel, whichever is higher, as per buyer requirements.
35. For the purpose of extra payment on account of extra KM running of the vehicle, total KMs run by the vehicle for 3 months duration shall be considered. In case a vehicle is run for shorter KM in one month and more KM in the next month, total KM will be clubbed. Such clubbing shall be done for 3 months period starting from the next month of the date of L.O.A. For example if a vehicle is hired for stipulated 2500 KM per month, then additional payment for extra KM will be paid when total KM running of the vehicle is more than 2500 x3=7500 KM over a period of 3 months. Counting of such 3 months period will be starting from the next month of date of L.O.A.
36. (a) The Railway has liberty to terminate the contract with any or all of the service providers normally with one month notice without assigning any reason. However, in case service provider wants to terminate his services, he will serve 03 months advance written notice.

(b) The contract for the vehicle hired can also be short-closed with a shorter notice on account of unsatisfactory services at the discretion of the Nodal officer in charge of hiring of vehicles. Unsatisfactory service shall mean and include non-compliance of any of the obligations by the service provider, as given in this agreement.

37. One weekly off is permitted to the Driver normally on Sundays. However, it may be differed to some other day at the discretion of officer in charge to whom the vehicle is attached.
38. The tendered shall be required to submit all papers/ certificates (i.e. registration certificate, fitness certificate, pollution certificate and insurance policy etc.) for verification by this office for vehicle registered in his name or in an agreement with person in whose name the registration is there, within 10 days from the date of acceptance of the offer failing which, contract shall be treated as terminated.
39. The requirement of 04(Four) SUV vehicle (Non AC) Dy Chief Engineer/Const/NW Railway Bhiwani, Office and 07(Seven) MUV vehicles for Sr. Supervisors/Supervisors under Dy CE/Const/Bhiwani.
40. In case, due to some Gazetted or National Holiday, the Administration does not wish to use the vehicle, the contractor shall be paid full amount for that day.
41. In case, if concerned officer is out of HQ due to leave/training/ official tour for short period and the Railway Administration is not desirous to use the vehicle, the vehicle for the particular period will be discontinued and for that period, no payment shall be made and no claim from the contractor on this account will be entertained.
42. Availability of office of bidder shall be in Rajasthan, Haryana and Delhi documentary evidence to be submitted for this purpose self undertaking/Affidavit of firm will be **summarily ignored. The bidder shall be summarily rejected if the bidder fails to submit documenting evidence for availability of office of bidder in Rajasthan, Haryana and Delhi.**

**Annexure-I**

**FORMAT OF BIDDER FINANCIAL CERTIFICATE**

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THIS IS TO CERTIFY THAT M/S \_\_\_\_\_ (BIDDER'S NAME AND ADDRESS) IS NOT UNDER LIQUIDATION, COURT RECEIVERSHIP OR SIMILAR PROCEEDINGS, AND NOT BANKRUPT,

SEAL AND SIGNATURE OF THE BIDDER

- If above details is not uploaded by the bidder along with bid than the bid shall be **summarily rejected**.

-

Annexure-II

**CERTIFICATE OF ANNUAL CONTRACTUAL TURNOVER**

**NAME OF BIDDER:**

Annual Contractual Turnover From services for the Previous 3 Years ( Contractual Payment from services only )			
Year	Amount Currency	Exchange Rate	Indian National Rupees Equivalent
-	-	-	-
-	-	-	-
-	-	-	-
Average Annual contractual Turnover from services for last 3 years			-

-

**SEAL AND SIGNATURE OF THE BIDDER**

Certified that all figures and facts submitted in this form have been furnished after full consecration of all observation/ notes in Auditor's reports. -----

(Signature of Chartered Accountant )

Name of CA:-----

Registration No:-----

(Seal)

- . If above details is not uploaded by the bidder along with bid then the bid shall be **summarily rejected**.
- . The certificate without having valid UDIN number and CA registration number shall be **summarily rejected**.
- . The average annual contractual turnover shall be calculated as an average of "total contractual payments" in the previous three financial years.
- . Contents of this form should be certified by a Chartered Accountant duly supported by Audited Balance Sheet duly certified by the Chartered Accountant.

**Annexure-III**

1	Full name of the firm	
2	Registered Head Office Address	
3	Branch Office in India (If any)	
4	Constitution of firm (whether Sole proprietorship firm/Partnership firm/Limited Company/Joint Venture (JV)/ Registered Society/ Registered Trust /LL P/HUF etc.)	
5	Bank account details of the firm i.e., Account No., name of bank and bank specific code number (MICR & IFSC) to facilitate electronic payment.	
6	Detail of PAN of the firm	
7	GSTIN No.	
8	E Mail ID	
9	Mobile no. of authorized person	

**Signature of bidder**

**COMPLETION CERTIFICATE**

Name of Organization.....

Postal address.....

Phone No.....Email ID.....Fax No.....Letter No.....

.....Date:-.....

1.	Name of work	
2.	Contract Agreement (C/A) No. and date	
3.	Name of Firm with address	
4.	Nature of entity (Sole Prop/Partnership firm/company/Joint Venture firm/Registered Society/registered Trust etc.)	
5. (i)	In case of Partnership firm/JV/ .....Name and% share of Individual partners/members.	
(ii)	In case of Sole Proprietorship, the name of sole proprietor	
6.	Original value of contract agreement.	
7.	Completion Cost of Work	
8.	Date of award of contract	
9.	Date of Completion as per contract agreement	
10.	Actual date of completion	
11.	Whether extension to DOC given with penalty or without penalty	
12.	Total payment made in above contract	
13.	Performance of Contractor (Satisfactory/Unsatisfactory)	

I hereby certify that above mentioned work has been physically completed in all respect as per contract agreement. Performance of the contractor while executing the work had been satisfactory.

(Signature)

Name and Designation of officer

Date-.....

Mobile No. of officer Seal of officer

**Note:-**

- .Copy of certificate duly self-attested shall be submitted along with tender document.
- .Above format is for guidance only. Any certificate containing information asked for shall be considered.
- .If above details is not uploaded by the bidder along with bid then the bid shall be summarily rejected

**अस्वीकरण/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. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

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. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
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.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller 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.

**All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

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

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---धन्यवाद/Thank You---**