

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	19-10-2026 18:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	20-10-2026 18:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Communications
विभाग का नाम/Department Name	Department Of Telecommunications (dot)
संगठन का नाम/Organisation Name	Iti Limited
कार्यालय का नाम/Office Name	Raebareli
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :rcyadav_rbl@itilttd.co.in Buyer Email id: buycon20.il.up@gembuyer.in
वस्तु श्रेणी /Item Category	Manpower Outsourcing Services - Minimum wage - Unskilled; Not Required; Others , Manpower Outsourcing Services - Minimum wage - Semi-skilled; Not Required; Others , Manpower Outsourcing Services - Minimum wage - Skilled; Not Required; Others
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	105 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
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	GeM verified turnover
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

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	10
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	2
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
Payment Timelines	Payments shall be made to the Seller within 45 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	693000

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).	14

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई कैटेगरी 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.

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

लाभार्थी /Beneficiary :

Deputy Manager
RAEBARELI, Department of Telecommunications (DOT), ITI Limited, Ministry of Communications
(Kuldeep Ahirwar)

UIN Number NCTGC2415P

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

एमआईआई अनुपालन/MII Compliance

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

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is

registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. The minimum average annual financial turnover of the bidder during the last three financial years, ending on 31st March of the previous financial year, should be as indicated in the bid document. The turnover of the bidder shall be validated by the system based on the financial data available on the GeM portal. The average turnover shall be calculated based on the last three financial years where data is available; in case data is available for only two of the last three financial years, the average shall be computed based on those two years. In case the date of constitution / incorporation of the bidder is less than three years old, the average turnover in respect of the completed financial years after the date of constitution / incorporation shall be taken into account for this criterion. No separate documentary evidence is required to be uploaded by the bidder for this criterion, as the system shall derive and validate the turnover figures from the data available on the GeM portal.

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. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work & Job description:[1791285265.pdf](#)

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per complied with The Code on Wages Act:[1791286899.pdf](#)

Manpower Outsourcing Services - Minimum Wage - Unskilled; Not Required; Others (33)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	

विवरण/ Specification	मूल्य/ Values
Skill Category	Unskilled
Educational Qualification	Not Required
Type of Function	Others
List of Profiles	Mazdoor/Labour
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
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.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Dharmendra Kumar Yadav	229010,ITI LTD, Sultanpur Road, Raebareli	33	• Minimum daily wage (INR) exclusive of GST : 556 • Bonus (INR per day) : 0 • EDLI (INR per day) : 2.78 • EPF Admin Charge (INR per day) : 2.78 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • 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 • ESI (INR per day) : 18.07 • Provident Fund (INR per day) : 66.72 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 12

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Not Required; Others (33)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Semi-skilled
Educational Qualification	Not Required

विवरण/ Specification	मूल्य/ Values
Type of Function	Others
List of Profiles	Mazdoor/Labour
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
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 Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Dharmendra Kumar Yadav	229010,ITI LTD, Sultanpur Road, Raebareli	33	• Minimum daily wage (INR) exclusive of GST : 650 • Bonus (INR per day) : 0 • EDLI (INR per day) : 3.25 • EPF Admin Charge (INR per day) : 3.25 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • 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 • ESI (INR per day) : 21.13 • Provident Fund (INR per day) : 78 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 12

Manpower Outsourcing Services - Minimum Wage - Skilled; Not Required; Others (16)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Skilled
Educational Qualification	Not Required
Type of Function	Others

विवरण/ Specification	मूल्य/ Values
List of Profiles	Mazdoor/Labour
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	No
Name of states/ UT for geographical presence is required	Not Applicable
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.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Dharmendra Kumar Yadav	229010,ITI LTD, Sultanpur Road, Raebareli	16	• Minimum daily wage (INR) exclusive of GST : 781 • Bonus (INR per day) : 0 • EDLI (INR per day) : 3.91 • EPF Admin Charge (INR per day) : 3.91 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • 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 • ESI (INR per day) : 25.38 • Provident Fund (INR per day) : 93.72 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 12

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

1. Generic

OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 50 percent. Bidders are bound to accept the revised quantity or duration.

For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 50 percent with the consent of the service provider

2. Buyer Added Bid Specific SLA

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

3. Buyer Added Bid Specific ATC

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

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer, is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders 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.
14. 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 catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this 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. 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 General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

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



BID DOCUMENT

Service Contract for

Supply of man power as per requirement mentioned in the bid document.

TENDER NO- AS per GeM ***DATED*** XX/XX/2026
DUE DATE: As per GeM Bid

DGM(HR&MM)
ITI LIMITED
(A Government of India Undertaking)
Sultanpur Road, RAE BARELI-229010 (U.P)

Visit us at <https://www.itiltd.in/>



ITI LIMITED

(A GOVT. OF INDIA UNDER TAKING)

SULTANPUR ROAD , RAE BARELI -229010 (UP) INDIA

Tel.: 0535 -2287608 , 0535-2287056 FAX: 0535-2702106,

TENDER ENQUIRY NO.: As per GeM Bid
(Please quote this in all correspondence)

ENQUIRY DATE: XX/XX/2026
DUE DATE: As per GeM Bid

On behalf of ITI Limited, Raebareli, tenders are invited from the eligible bidders with Terms & Conditions, special notes, work description, quantity, and delivery schedule are as per the bid document.

Please quote your most competitive rates and best delivery terms for the following requirement with terms & conditions: -

Sr.N O	Type of Resource to be hired	Description	Number of Resource to be hired	Period of Contract (Month)
1.	Unskilled	As per company requirement in different projects like OFC, EPD, CNC, Admin Block, Township, canteen , & Guest House etc	33	12
2.	Semi-Skilled	As per company requirement in different projects like OFC, EPD, CNC, Admin Block, Township, canteen , & Guest House etc	33	12
3.	Skilled	As per company requirement in different projects like OFC, EPD, CNC, Admin Block, Township, canteen , & Guest House etc	16	12
Total(Rs) =			82	

(***) The required numbers specified is only indicative and may further increase or decrease during the period of contract depending on the exigency of work.

(**) The Age and other criteria can be relaxed with the approval of the Unit Head, ITI Limited, in case the candidate possessing relevant experience.

Special Note:

1. In case of any dispute only Rae Bareli court will have jurisdiction to try the suit if any.
2. The above enquiry is available in our **website <https://www.itiltd.in> & GeM website <https://gem.gov.in/> .**
3. Any corrigendum to this Bid will be notified through the aforesaid websites only. The undersigned reserves the right to accept or reject any or all the bids without assigning any reason at any stage.
4. Payment Cycle: Monthly.
5. Incomplete Tender in any form will be rejected outright. Conditional Tenders will be rejected outright.
6. The contract will be initially for a period of One (01) years which may be extended for a further one (01) more year or few month or as per GeM Guidelines with depending upon the requirement of manpower, administrative convenience of ITI Limited and performance of the Agency and is likely to commence from the date of deployment of manpower after completing pre-deployment formalities listed in the tender document.
7. "PF, ECR, and ESIC challans for the deployed manpower at ITI Limited will be generated separately."
8. The contractor shall submit undertakings obtained from each employee as per Annexure 'B' that they are aware that their employment is temporary in nature and liable to be terminated any time. The manpower requirement may be decreased at the discretion of competent authority at any stage and the contractor shall adjust the discontinued employees by himself and ITI Ltd. shall not be responsible for their relocation or reappointment or readjustment.
9. No wage/remuneration will be paid to any staff for the days of absence from duty.
10. Following document must be shared by the contractor to each and deputed man power :-

(I) TERMS AND CONDITIONS

11. SUBMISSION OF TENDERS:

- (A) This is only an enquiry to quote and not an order. This tender enquiry is not transferable.
- (B) Tenders must be submitted on GEM website **<https://gem.gov.in/>**

12. **OPENING OF TENDERS** :

Tenders against enquiries will be opened by Tender Opening Committee on THE DUE DATE OF THE TENDER itself / the next working days and onwards.

13. Submit your quote well in advance of due date to avoid any technical delay.

Others TERMS AND CONDITIONS:

14. **Penalty Clause**: It will be applicable @ 1.0% per week subject to max. 10% of work order value.
15. Bidder may visit the site and assess the scope of work & the site condition before quoting the rates. No claim on account of lack of knowledge will be entertained later on.
16. All materials required for work will be provided by the ITI Ltd, Raebareli.
17. FLT, Trolleys and LMV will be provided by the ITI Limited, Raebareli free of cost as and when required.
18. The Bidder/s, Who are blacklisted, banned or debarred from participation in any PSU/Central Govt./State Govt./Autonomous bodies shall not be eligible to participate.
19. For all intents and purposes, the successful agency/bidder shall be the 'employer' within the meaning of different labour legislation in respect of manpower so deployed in the ITI Limited. The persons deployed by the agency/bidder in ITI Limited shall not have claims of any employer and employee relationship against ITI Limited. There will be no direct working Employer – Employee relationship between ITI Limited and the contract workers.
20. Bidder shall clearly mention all govt duties/taxes/GST. If any discrepancy/missing found, Quoted price shall be treated as all inclusive.
21. Compliance of Minimum wage, PF, ESI, ELDI and other benefits to the employees as per government laws at your end.
22. After opening of bid, no clarification shall be considered regarding commercial offer. It will be treated as post tender negotiation. If any discrepancy/missing found in any bid/s, Such bid/s shall not be entertained.
23. If the bidder(s), during tender process or thereafter has committed a transgression in violation, in any form such as to put his reliability or credibility in question the ITI LIMITED is entitled to disqualify bidder from the tender process. In such cases the severity will be determined by ITI Limited, Raebareli taking in to consideration full facts and circumstances and Bidder(s) may be blacklisted for future tender/contract award process after forfeited EMD.
24. If any wrong statements/misleading/fraud practices found at any stage of tender or thereafter at any stage, Bidder's EMD may be forfeited. However further penalty/legal action or both may be initiated.
25. **Bidder shall submit undertaking regarding non blacklisting/debarment to participate in any Central/State Govt./PSUs/Autonomous bodies' tenders on their letter head as per Annexure-2.**
26. The bidders shall have adequate experience of minimum 3 years of value worth Rs. 105 Lac in a financial years (Copy of same shall be provided).
27. The eligible Bidder/s shall have minimum 03 years' experience in handling Similar/ Material Handling/Job work, Copies of audited balance sheet and profit and loss account for the last three financial years i.e. FY 2023- 24 & 2024-25 & 2025-26 shall be provided. In case audited accounts are not ready Copy of Certificate from the Chartered Accountant regarding turn over for the period of three years duly self-attested in lieu of balance sheet shall be provided.
28. ***Bidder shall strictly use necessary personal protective equipment's like safety shoes, hand gloves, etc so as to work safely. ITI ltd, will not bear any responsibility for any accident during execution of work.***
29. The Bidder shall have to carry out the job in all 03(three) shifts (i.e. A (06:30 AM to 02:30 PM), B (02:30 PM to 10:30PM) & C (10:30PM to 06:30AM)) for assigned works & WHEN REQUIRED". Manpower will be allotted duties in shifts covering 24X7 hours as per provisions of law as and when required by the office.
30. Bidder should be registered with PF, ESI, ELDI and other benefits as per govt. Laws (Copy of Registration certificates as a proof shall be provided),
31. The site where the work is to be carried out is situated in ITI Ltd Raebareli.
32. ITI Ltd. has no responsibility towards any losses suffered by Bidder.
33. The ITI Limited shall not be responsible for any financial loss or any injury to any person deployed by service providing agency/bidder in the course of their performing the functions/duties or for payment towards any compensation.
34. The Bidder shall have to bear the responsibility of good conduct of his staff.
35. The personnel deputed to ITI Limited shall not be changed by the agency in any circumstances unless there is a specific request from ITI Limited in writing.
36. During the execution of the work if the site gets spoiled the bidder shall have to make up / repair the same.
37. ITI Ltd will have no liability to allocate any storage facilities for accommodating staff / items of the contractor.
38. The Bidder shall have to observe all the security by laws. This should equally apply to worker.
39. Bidder shall be strictly maintain the minimum wages, ESI, EDLI and PF as per Govt. Laws for workers deputed at site.
40. The Party shall provide an **Appointment Letter** and **Wage Slip** to the deputed manpower in compliance with the Ministry of Labour and Employment's D.O. No. **Z-20025/13/2019-LRC(E)/e-119357 dated 24/04/2026**, in the prescribed formats as per **Annexure-I and Annexure-II** of the said letter.

41. The deputed manpower shall be provided with the prescribed **ID Proof at the time of joining**, as per the details mentioned in their Appointment Letter.
42. In case of a death or mishap occurred during discharging the duty, the compensation liability will solely rest with the Contractor.
43. Contractor shall be capable to pay monthly wages up to 2 months from his own resources in case of delay in payment.
44. While submitting the bill, the contractor shall submit an undertaking as per Annexure "A" without which bill shall not be processed.
45. **In case of increase in minimum wages, the contractor shall submit the bill, with increased minimum wages immediately with a copy of Gazette notification. In case of delay, separate arrear bills shall be submitted.**
46. Requisite manpower shall be provided within 5 days from the acceptance of the contract.
47. The contracting Company/Firm/Agency shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency.

Technical Bid :

- a. As per Rule 170 of General Financial Rules (GFRs) 2017, Micro and Small Enterprises (MSEs) and the firms registered with concerned Ministries/ Departments are exempted from submission of Bid Security/EMD. Instead, bidders have to submit duly signed "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.
- b. An EMD in the name of "M/s ITI Limited Raebareli" of Rs. 3% of estimated cost or as mentioned on GeM portal Bid shall be submitted by the bidder in the form of Account Payee DD, Insurance surety Bond, Fixed Deposit Receipt from a commercial Bank BG or any Valid Form as per govt. directives and upload scan copy of EMD and tracking details regarding the same on GeM portal. The address to send hard copy of EMD Document given as below : -

Mr. Ramesh Chand Yadav
DGM(HR&MM)
ITI Limited, Sultanpur Road,
Raebareli-229010

As per Rule 170 of General Financial Rules (GFRs) 2017, Micro and Small Enterprises (MSEs) and the firms registered with concerned Ministries/ Departments are exempted from submission of Bid Security/EMD. Instead, bidders have to submit duly signed "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents. **Submit bid security declaration as attached format with MSME certificate.**

- c. **Performance Security Deposit** in the form of Account Payee DD, Insurance surety Bond, Fixed Deposit Receipt from a commercial Bank BG or any Valid Form as per govt. directives @ 5% of the contract awarded value shall be submitted by successful bidder awarded the contract. PBG shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier. The Performance security will be invoked by ITI Ltd in case of no supply of manpower as per contract.
- d. The Bidder should have experience in the similar work in the Government Departments Public Sector (Central or state) for the last Seven (03) consecutive years. In case no bidder has provided government experience/public sector experience, then the bidders with experience in reputed organization may be considered by the competent authority of the client. The bidder has to submit the relevant work experience certificate of having successfully completed. Similar works/ contracts during last 03 years having at least 50 Manpower strength ending before last day of month previous to the month in which tenders are invited, as per either of the following.
 - a) Three similar completed works each costing not less than an amount equal to 40% of estimated value mentioned against each work in the tender notice.
 - Or
 - b) Two similar completed works each costing not less than an amount equal to 50% estimated value mentioned against each work in the tender notice.
 - Or
 - c) One similar completed works each costing not less than an amount equal to 80% estimated value mentioned against each work in the tender notice.
- e. Copy of adequate experience of **minimum value worth Rs. 105 Lac in a financial year**
- f. Copies of audited balance sheet and profit and loss account for the last three financial years **i.e. FY 2023-24, 2024-25 and 2025-2026** shall be provided. In case audited accounts are not ready Copy of Certificate from the Chartered Accountant regarding turn over for the period of three years duly self-attested in lieu of balance sheet shall be provided.
- g. Net worth of bidder should be positive as on 31.03.2026 which should be CA Certified.
- h. Registration Certificate under the Companies Act / partnership firm registered under Indian Partnership Act or Proprietary Concern or as per applicable law.

- i. Copy of GST Registration certificate.
- j. Copy of PF Registration certificate.
- k. Copy of Labor registration [Contract Labour (Regulation & Abolition) Act, 1970]
- l. Copy of ESIC etc.
- m. The bidder should have a solvency certificate of 1 crore, issued by bank within the last three month.
- n. Details of Managerial, Supervisory and Other Staff.
- o. Undertaking regarding non-blacklisting/debarment to participate in any Central/State Govt/PSUs/Autonomous bodies' tenders on their letter head as per Annexure-02.
- p. Counter Terms & Conditions will not be accepted as also any additions/deletions or change in our format will not be allowed.
- q. No party shall be permitted to tender for work in the ITI Limited in which any of their near relatives is an employee connected with the award and execution of the contract. They shall also intimate the names of persons who are working with them in any capacity or subsequently employed by them and who are near relatives of any employee of the ITI Limited. Any violation of this condition which comes to the Notice of the ITI Limited after the contract is awarded will entitle the ITI Limited to treat the contractors as having committed a breach of contract and to exercise all the rights and remedies available to the ITI Limited on account thereof.
- r. **Signed & Stamped copy of Integrity Pact as per Annexure – 03 shall be submitted by the Party along with Technical bid. However successful bidder will have submitted the same on Rs. 100.00 Non-Judicial Stamp paper.**
- s. **Signed /complied copy Annexure-06 with document requested as in same sequence from serial no. 1 to 23.**

48. Bid PRICES :

- a. ITI is planning to have long term tie up with limited vendors, who can keep up good quality, prompt delivery and lowest cost. Hence, you may quote in such a way that a long term relationship is possible.
- b. Any counter terms and conditions are not binding on us unless we agree to the same in writing.
- c. In case of an order on you, the ordered rate should be firm till the completion of the order.

49. STATUTORY LEVIES :

All applicable statutory levies like GST etc., should be separately indicated with the current rate applicable. Otherwise rate quoted will be deemed as inclusive of taxes / levies. Vague terms like “As applicable at the time of supply” should be avoided. Apart from our share of statutory levies other charges, will not be paid by us.

50. TERMS OF PAYMENTS:

- a. 100% payment shall be made after successful completion of work through NEFT/RTGS monthly basis. However, running payment may be accepted on pro-rata completion of work, if desired.
- b. If desired, running payment shall be release after receiving request letter mentioning completed job and work value.

51. GENERAL TERMS:

- a. We reserve the right to accept or reject any or all offers and to order full or part quantities or cancellation thereof without assigning any reason whatsoever.
- b. Canvassing by tenderers in any form including un-solicited letters against tenders submitted or post-tender corrections shall render their tenders liable for summary rejection.
- c. The detailed General Terms and Conditions for submission of Tender. Point to point compliance of detailed General Terms & Conditions for submission of tender is must. Otherwise, it will be presumed that the same are acceptable to the bidder.
- d. All above required documents along with DD for EMD/e-PBG shall be part of Technical Bid.
- e. The contractor shall have to carry out the job during A/B/C Shift for item/work and when required..
- f. **Completion Period:** 12 Months from the date of receipt of the work order to the Bidder.

51. LOCAL REPRESENTATION:

Please indicate your local representative's address, telephone, Fax No., E-mail Id, the person to be contacted, in the offer.

52. GOVERNING LAW :

All suits shall be instituted in a court of competent jurisdiction at RaeBareli and in case of arbitration, the Indian Arbitration Act, 1996 is applicable.

For :
DGM(PPM,T&TSEC)
ITI Limited, Raebareli

Annexure-1

RFP/GeM Tender Ref No: _____

Dated: _____ :

Bid Securing Declaration Form

<Letterhead of the bidder>

<Date>

To ITI LIMITED RAEBARELI,
SULTANPUR ROAD, RAEBARELI-229010

I/We. The undersigned, declare that:

I/We understand that bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you/ MeitY for a period of two years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity or its extended period, if any; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Bank Guarantee, in accordance with the Instructions to Bidders.
- c) If the bidder is found indulging in any corrupt, fraudulent or other malpractice in respect of the bid; or
- d) If there is a discrepancy between words and figures quoted by the bidder and the bidder does not accept that the amount in words prevails over amount in figure.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a consortium, the Bid Securing Declaration must be in the name of all partners to the consortium that submits the bid)

ANNEXURE-02

UNDERTAKING FOR NON BLACKLISTING PROFORMA

(To be submitted on the Letter head of the responding firm)

To,

DGM(PPM,T&TSEC)

The ITI Limited

Doorbhas Nagar,

Raebareli – 229010 (Uttar Pradesh)

Sub: Undertaking regarding non-blacklisting/debarment to participate in any Central/State Govt/PSUs/Autonomous bodies.

Dear Sir/Madam,

This is notify that our Firm/Company/Organisation intends to submit a proposal in response to your floated Bid for requirement of Man - Power in accordance with the Bid Document, we declare that :

- a. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
- b. We are not blacklisted by any Central/State Government/ Agency of Central/State govt of India or any other country in the world/PSU/any Regulatory Authorities in India or any other country in the world for any kind in fraudulent activities.

Sincerely,

(Bidder Name)

Name:

Title:

Signature

(Bidder Stamp/Seal)

Place:

Date:

ANNEXURE-03

INTEGRITY PACT

WORK ORDER No.

THIS Integrity Pact is made on.....day of20 .

BETWEEN:

ITI Limited having its Registered & Corporate Office at ITI Bhavan, Dooravani nagar, Bangalore – 560 016 and established under the Ministry of Communications, Government of India (hereinafter called the Principal), which term shall unless excluded by or is repugnant to the context, be deemed to include its Chairman & Managing Director, Directors, Officers or any of them specified by the Chairman & Managing Director in this behalf and shall also include its successors and assigns) ON THE ONE PART

AND:

..... represented by Chief Executive Officer (hereinafter called the Contractor(s), which term shall unless excluded by or is repugnant to the context be deemed to include its heirs, representatives, successors and assigns of the contractor ON THE SECOND PART.

Preamble

WHEREAS the Principal intends to award, under laid down organizational procedures, contract for of ITI Limited. The Principal, values full compliance with all relevant laws of the land, regulations, economic use of resources and of fairness/ transparency in its relations with its Contractor(s).

In order to achieve these goals, the Principal has appointed an Independent External Monitor (IEM), who will **monitor** the tender process and the execution of the contract for compliance with the principles as mentioned herein this agreement.

WHEREAS, to meet the purpose aforesaid, both the parties have agreed to enter into this Integrity Pact the terms and conditions of which shall also be read as integral part and parcel of the Tender Documents and contract between the parties.

NOW THEREFORE, IN CONSIDERATION OF MUTUAL COVENANTS STIPULATED IN THIS PACT THE PARTIES HEREBY AGREE AS FOLLOWS AND THIS PACT WITNESSETH AS UNDER:

SECTION 1 – COMMITMENTS OF THE PRINCIPAL

- 1.1 The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - a. No employee of the Principal, personally or through family members, will in connection with the tender for or the execution of the contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the personal is not legally entitled to.
 - b. The Principal will, during the tender process treat all bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all bidder(s) the same information and will not provide to any bidder(s) confidential/additional information through which the bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Principal will exclude from the process all known prejudiced persons.
- 1.2 If the Principal obtains information on the conduct of any of its employee, which is a criminal offence under IPC/PC Actor if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary action as per its internal laid down Rules/ Regulations.

SECTION 2 – COMMITMENTS OF THE BIDDER/CONTRACTOR

- 2.1 The Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself observe the following principles during the participation in the tender process and during the execution of the contract.
 - a. The contractor(s) will not, directly or through any other person or firm offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

- b. The contractor(s) will not enter with other contractors into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- c. The contractor(s) will not commit any offence under IPC/PC Act, further the contractor(s) will not use improperly, for purposes of competition of personal gain, or pass onto others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d. The Contractor(s) of foreign origin shall disclose the name and address of the agents/representatives in India, if any. Similarly, the Bidder(s)/Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
- e. The Contractor(s) will, when presenting the bid, disclose any and all payments made, are committed to or intend to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- f. The Contractor(s) will not bring any outside influence and Govt bodies directly or indirectly on the bidding process in furtherance to his bid.
- g. The Contractor(s) will not instigate third persons to commit offences outlined above or to be an accessory to such offences.

SECTION 3 – DISQUALIFICATION FROM TENDER PROCESS & EXCLUSION FROM FUTURE CONTRACTS

- 3.1 If the Contractor(s), during tender process or before the award of the contract or during execution has committed a transgression in violation of Section 2, above or in any other form such as to put his reliability or credibility in question the Principal is entitled to disqualify Contractor(s) from the tender process.
- 3.2 If the Contractor(s), has committed a transgression through a violation of Section 2 of the above, such as to put his reliability or credibility into question, the Principal shall be entitled exclude including blacklisting for future contract award process. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the Principal taking into consideration the full facts and circumstances of each case, particularly taking into account the number of transgression, the position of the transgressor within the company hierarchy of the Contractor(s) and the amount of the damage. The exclusion will be imposed for a period of minimum one year.
- 3.3 The Contractor(s) with its free consent and without any influence agrees and undertakes to respect and uphold the Principal's absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground including the lack of any hearing before the decision to resort to such exclusion is taken. The undertaking is given freely and after obtaining independent legal advice.
- 3.4 A transgression is considered to have occurred if the Principal after due consideration of the available evidence concludes that on the basis of facts available there are no material doubts.
- 3.5 The decision of the Principal to the effect that breach of the provisions of this Integrity Pact has been committed by the Bidder(s)/ Contractor(s) shall be final and binding on the Bidder(s)/ Contractor(s), however the Bidder(s)/ Contractor(s) can approach IEM(s) appointed for the purpose of this Pact.
- 3.6 On occurrence of any sanctions/ disqualifications etc arising out from violation of integrity pact Bidder(s)/ Contractor(s) shall not entitled for any compensation on this account.
- 3.7 subject to full satisfaction of the Principal, the exclusion of the Contractor(s) could be revoked by the Principal if the Contractor(s) can prove that he has restored/ recouped the damage caused by him and has installed a suitable corruption preventative system in his organization.

SECTION 4 – PREVIOUS TRANSGRESSION

- 4.1 The Contractor(s) declares that no previous transgression occurred in the last 3 years immediately before signing of this Integrity Pact with any other company in any country conforming to the anti-corruption/ transparency International (TI) approach or with any other Public Sector Enterprises/ Undertaking in India of any Government Department in India that could justify his exclusion from the tender process.
- 4.2 If the Contractor(s) makes incorrect statement on this subject, he can be disqualified from the tender process or action for his exclusion can be taken as mentioned under Section-3 of the above for transgressions of Section-2 of the above and shall be liable for compensation for damages as per Section- 5 of this Pact.

SECTION 5 – COMPENSATION FOR DAMAGE

- 5.1 If the Principal has disqualified the Bidder(s)/Contractor(s) from the tender process prior to the award according to Section 3 the Principal is entitled to forfeit the Earnest Money Deposit/Bid Security/ or demand and recover the damages equitant to Earnest Money Deposit/Bid Security apart from any other legal that may have accrued to the Principal.
- 5.2 In addition to 5.1 above the Principal shall be entitled to take recourse to the relevant provision of the contract related to termination of Contract due to Contractor default. In such case, the Principal shall be entitled to forfeit the Performance Bank Guarantee of the Contractor or demand and recover liquidate and all damages as per the provisions of the contract agreement against termination.

SECTION 6 – EQUAL TREATMENT OF ALL BIDDERS/CONTRACTORS

- 6.1 The Principal will enter into Integrity Pact on all identical terms with all bidders and contractors for identical cases.
- 6.2 The Bidder(s)/Contractor(s) undertakes to get this Pact signed by its sub-contractor(s)/sub-vendor(s)/associate(s), if any, and to submit the same to the Principal along with the tender document/contract before signing the contract. The Bidder(s)/Contractor(s) shall be responsible for any violation(s) of the provisions laid down in the Integrity Pact Agreement by any of its sub-contractors/sub-vendors/associates.
- 6.3 The Principal will disqualify from the tender process all bidders who do not sign this Integrity Pact or violate its provisions.

SECTION 7 – CRIMINAL CHARGES AGAINST VIOLATING BIDDER(S)/ CONTRACTOR(S)

- 7.1 If the Principal receives any information of conduct of a Contractor(s) or sub-contractor/sub-vendor/associates of the Contractor(s) which constitutes corruption or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer of the Principal for appropriate action.

SECTION 8 – INDEPENDENT EXTERNAL MONITOR(S)

- 8.1 The Principal appoints competent and credible Independent External Monitor(s) for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this pact.
- 8.2 The Monitor is not subject to any instructions by the representatives of the parties and performs his functions neutrally and independently. He will report to the Chairman and Managing Director of the Principal.
- 8.3 The Contractor(s) accepts that the Monitor has the right to access without restriction to all product documentation of the Principal including that provided by the Contractor(s). The Bidder(s)/Contractor(s) will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The Monitor is under contractual obligation to treat the information and documents Contractor(s) with confidentiality.
- 8.4 The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the project provided such meeting could have an impact on the contractual relations between the Principal and the Contractor(s). As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in specific manner, refrain from action or tolerate action.
- 8.5 The Monitor will submit a written report to the Chairman & Managing Director of the Principal within a reasonable time from the date of reference or intimation to him by the principal and, should the occasion arise, submit proposals for correcting problematic situations.
- 8.6 If the Monitor has reported to the Chairman & Managing Director of the Principal a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman & Managing Director of the Principal has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- 8.7 The word ‘**Monitor**’ would include both singular and plural.
- 8.8 Details of the Independent External Monitor appointed by the Principal at present is furnished below: -

IEM-I

**Shri Atul Jindall, IFS (Retd.)
3/10 Vishesh Khand, Opp. Little
Friend School Gomti Nagar,
Lucknow-226010(UP)**

IEM-II

**Shri Benny John, IRS (Retd.),
Villa No.-36, Kent Plam Villas,
Fort Valley Township, Athani,
Kakkanad, Ernakulam,
Kerala-682030**

Any changes to the same as required / desired by statutory authorities is applicable.

SECTION 9 – FACILITATION OF INVESTIGATION

- 9.1 In case of any allegation of violation of any provisions of this Pact or payment of commission, the Principal or its agencies shall be entitled to examine all the documents including the Books of Accounts of the Bidder(s)/Contractor(s) and the Bidder(s)/Contractor(s) shall provide necessary information and documents in English and shall extend all help to the Principal for the purpose of verification of the documents.

SECTION 10 – LAW AND JURISDICTION

- 10.1 The Pact is subject to the Law as applicable in Indian Territory. The place of performance and jurisdiction shall the seat of the Principal.
- 10.2 The actions stipulated in this Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

SECTION 11 – PACT DURATION

- 11.1 This Pact begins when both the parties have legally signed it. It expires after 12 months on completion of the warranty/guarantee period of the project / work awarded, to the fullest satisfaction of the Principal.
- 11.2 If the Contractor(s) is unsuccessful, the Pact will automatically become invalid after three months on evidence of failure on the part of the Contractor(s).
- 11.3 If any claim is lodged/made during the validity of the Pact, the same shall be binding and continue to be valid despite the lapse of the Pact unless it is discharged/determined by the Chairman and Managing Director of the Principal.

SECTION 12 – OTHER PROVISIONS

- 12.1 This pact is subject to Indian Law, place of performance and jurisdiction is the Registered & Corporate Office of the Principal at Bangalore.
- 12.2 Changes and supplements as well as termination notices need to be made in writing by both the parties. Side agreements have not been made.
- 12.3 If the Contractor(s) or a partnership, the pact must be signed by all consortium members and partners.
- 12.4 Should one or several provisions of this pact turn out to be invalid, the remainder of this pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

- 12.5

Any disputes/ difference arising between the parties with regard to term of this Pact, any action taken by the Principal in accordance with this Pact or interpretation thereof shall not be subject to any Arbitration.
- 12.5

The action stipulates in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

In witness whereof the parties have signed and executed this Pact at the place and date first done mentioned in the presence of the witnesses:

For PRINCIPAL

For CONTRACTOR(S)

.....

(Name & Designation)

.....

(Name & Designation)

Witness

1)

2)

Witness

1).....

2).....

Annexure-4

Details of other organizations where such contracts undertaken during last three years (enclose supporting documents).

Proforma containing details of other organization where such or similar contracts were undertaken.

Sl. No.	Name & Address of the organization, contact No	No. of personnel supplied	Period of contract	Whether Govt/semi Govt/Autonomous bodies/PSUs/Industries etc. (pl specify)	Amount of contract	Reason for termination (if currently not valid)
1						
2						
3						
4						
5						
...						

(If the space provided is insufficient, a separate sheet may be attached)

This information to be given in “Past Experience -Technical Bid for Annual Contract for supply of skilled/semi-skilled workers.

Annexure-5

Financial turnover of the tendering Company/Firm/Agency for the last 3 financial years. (Attach separate sheet if space provided is insufficient)

Financial Year	Amount in Lakhs	Remarks if any
2023-24		
2024-25		
2025-26		

Annexure-06

Documents must be provided as per below table and should be provided in same sequence under documents " Requested in ATC " on GeM Portal .

Sr No.	Document Required	Document No. and Details as attached
1.	Name of Agency/Firm	
2.	Full address of registered office	
3.	Correspondence address of office	
4.	Full address of branch	
5.	Copy of GST Registration Certificate	
6.	P.F. Registration No. of the firm / company to be indicated along with Documentary proof thereof.	
7.	ESI Registration No. issued by ESI Authorities along with documentary proof thereof.	
8.	Copy of Labour registration [Contract Labour (Regulation & Abolition) Act, 1970]-	
9.	Following declarations on party letterhead enclosed in ATC " on GeM Portal a) We hereby certify that we have not been blacklisted by any Public Sector Undertaking/Public Department. b)We have gone through the terms and conditions given in your above tender form, is accepted and agreed by us	
10.	ITI Raebareli reserves the right to reject any offer due to non-compliance with the above conditions and/or non-receipt of this form in duly filled condition - Agreed	
11.	Bid Security Declaration format as attached accepted and Signed by Party on attached Annexure-1	
12.	MSME Registration If the firm is registered as Micro/Small/Medium Enterprises as per MSMED Act, 2006, the same may be confirmed by the bidder and submit a photocopy (Self certified) of the registration certificate in support thereof. Otherwise it will be construed that the firm is not registered as per MSME Act, 2006.	
13.	EMD/ePBG/Bid Declaration in the case of MSE and documentary proof if any	
14.	Undertaking regarding non-blacklisting/debarment to participate in any Central/State Govt/PSUs/Autonomous	

	bodies tenders on your letter head as per <u>Annexure-02</u>	
15.	Signed & Stamped copy of Integrity Pact as per <u>Annexure – 03</u> shall be submitted by the Party along with Technical bid (Except Financial Bid).	
16.	Documentary proof of minimum <u>105 Lac turn over.</u> Copies of audited balance sheet and profit & loss account for the last three financial years i.e. FY 2023-24, 2024-25 and 2025-26 shall be provided. In case audited accounts are not ready Copy of Certificate from the Chartered Accountant regarding turn over for the period of three years duly self-attested in lieu of balance sheet shall be provided.(As per Annexure-5)	
17.	<u>Minimum 3 years’ experience</u> in the field of Man power supply or similar works. The proof of experience should be provided with technical bid(As per Annexure-4)	
18.	At least two currently valid Contracts for similar work.	
19.	Solvency Certificate from bidders authorized from bank/financial institute/Revenue Department of State.	
20.	At the time of Man power deputation in the ITI Ltd you have to provide Annexure-A and Annexure-B (agreed or not agreed, Comment please)	
21.	The Party shall provide an Appointment Letter and Wage Slip to the deputed manpower in compliance with the Ministry of Labour and Employment’s D.O. No. Z-20025/13/2019-LRC(E)/e-119357 dated 24/04/2026 , in the prescribed formats as per Annexure-I and Annexure-II of the said letter.	
22.	Proof regarding local office	
23.	The bidder must have experience of providing at least 50 manpower in a single work order to any Government Department, Central Government, or Public Sector Undertaking (PSU)	
24.	Signed /Complied copy Annexure-06 with documents as requested in same sequence from serial no. 1 to 24.	

Note:

1- Please attach separate sheets for the details, wherever necessary.

2- Documents must be provided as **per above table** and should be provided in **same sequence**, these document must be uploaded in the column of document " **Requested in ATC** " on **GeM Portal.**

3- If documents are not as per Annexure-04 and point no. 10 of the table bid may be rejected.

Declaration by the Tenderer: This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of the Contractor/ Tenderer with SEAL

Annexure-A
(Letter Head of the contractor)
UNDERTAKING

Date:_____

To,
The Unit Head
ITI Limited,
Sultanpur Road, RAE BARELI-229010 (U.P)

Ref:- GeM Order No._____ Dated _____

As per agreement, we M/s,_____, certify that :

1. Net wages of _____ number of employees amounting to Rs._____are Credited to their respective bank accounts on_____Date_____. The bank statement containing the wage paid details to the individual employees are enclosed.
2. The Employee's share of EPF contribution for the month of_____ for_____ number of employees is Rs._____ and Employer's share of EPF contribution is Rs._____,total amounts to Rs._____ paid on _____ through Establishment ID_____ & TRRN No_____.
3. The Employee's share of ESI contribution for _____ number of employees is Rs._____ and Employer's share of ESI contribution is Rs._____,total amounts to Rs._____ paid on _____ through Employer's code_____ & Transaction No._____.
4. No money has taken back/ recovered from deployed contractual staff except the statutory recoveries.
5. All statutory Labour laws including Minimum Wages act have been compiled.
6. The Professional Tax has been paid to the Corporation and proof of the payment is enclosed.

Yours faithfully,
For M/s _____
Authorized Signatory
With Stamp/Seal

UNDERTAKING

I _____ S/D/o _____ resident
at _____ is willing to work in ITI Limited, Sultanpur Road, Raebareli-
229010 (U.P), through M/s _____ in accordance with the instructions given
to me from time to time. It has been made clear to me that I shall not have any claim for permanent service in the in ITI
Limited, Sultanpur, Road, RAE BARELI-229010 (U.P) and no representation in this behalf shall be entertained by the
Office Authority and such engagement shall be strictly temporary and I shall abide by the terms and conditions. I am
aware that I shall not have any claim of any regular employee of ITI Limited, Sultanpur Road, Raebareli-229010 (U.P).

Signature:

(Authorized Signatory of Owner/
Managing Partner/Director of the Agency)

Designation:

Stamp:

Date:

Signature:

Name:

Place:

Date:

Annexure-I

(As per Ministry Of Labour and Employment's D.O. No. Z-20025/13/2019-LRC(E)/e-1 19357)

Annexure-I

**Letter of appointment to employee under clause (f) of sub-section (1) of
Section 6 of Occupational Safety, Health and Working Conditions (OSH
&WC) Code, 2020**

(To be issued in English or Hindi and in local language)

Format for Appointment Letter

- i. Name of employee:
- ii. Date of birth:
- iii. Father's / Mother's name:
- iv. Aadhaar number (after obtaining consent):
- v. Labour Identification Number (LIN) of the establishment:
- vi. Universal Account Number (UAN) and / or Insurance Number (ESIC) (if available):
- vii. Designation:
- viii. Type of Employment (Regular/Fixed-term-employment/Contractual):
- ix. Category of skill:
- x. Date of joining:
- xi. Wages/Basic/Pay and Dearness Allowance:
- xii. Other allowance including accommodation whichever is/are applicable:
- xiii. Applicability of social security [Employees' Provident Fund Organization (EPFO) and Employees' State Insurance Corporation (ESIC)] benefits:
- xiv. Broad Nature of duties to be performed:
- xv. Benefits available under chapter VI (Maternity Benefit) of Code on Social Security, 2020 (in case of women employee):
- xvi. Any other information:

Signature / Digital Signature
Employer

Annexure-II

(As per Ministry Of Labour and Employment's D.O. No. Z-20025/13/2019-LRC(E)/e-1 19357)

Annexure-II

Issuance of Wage Slip under Section 50(3) of Code on Wages, 2019

FORM – VIII-C
(See rule 156)
Format for Wage slip

Date of issue:				
Name of the Establishment				
Address:.....			Period:.....	
1.	Name of the Employee:			
2.	Father's/Mother's/Spouse's Name:			
3.	Designation:			
4.	UAN:			
5.	Bank Account Number:			
6.	Wage period:			
7.	Rate of wages payable	a) Basic	b) D.A.	c) other allowances
8.	Total attendance/unit of work done:			
9.	Overtime wages			
10.	Gross wages payable			
11.	Total deductions	a) PF	b) ESI	c) Others
12.	Net wages paid			
*Employer/Pay-in-charge signature				

***Note: Required in case register is maintained physically.**