

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	15-05-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	15-05-2026 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	150 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Gujarat
विभाग का नाम/Department Name	Education Department Gujarat
संगठन का नाम/Organisation Name	University Library Veer Narmad South Gujarat University
कार्यालय का नाम/Office Name	Estate
वस्तु श्रेणी /Item Category	Hiring Of Agency For ISO Certification Service - ISO 9001 - Quality Management System (QMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop on awareness of ISO certification for employees, Guidance for documentation a.. , Hiring Of Agency For ISO Certification Service - ISO 14001 - Environmental Management System (EMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop on awareness of ISO certification for employees, Guidance for document.. , Hiring Of Agency For ISO Certification Service - ISO 50001 - Energy Management System (EMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop on awareness of ISO certification for employees, Guidance for documentation a.. , Hiring Of Agency For ISO Certification Service - ISO 21001 Educational Organizations Management System (EOMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop on awareness of ISO certification for employees, Guidance f..
अनुबंध अवधि /Contract Period	3 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	12 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

बिड विवरण/Bid Details	
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/ Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों 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	3
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	1
बिड से रिवर्स नीलामी सक्रिय किया/ Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/ RA Qualification Rule	H1-Highest Priced Bid Elimination
बिड का प्रकार/ Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / Time allowed for Technical Clarifications during technical evaluation	3 Days
अनुमानित बिड मूल्य / Estimated Bid Value	600000
मूल्यांकन पद्धति/ Evaluation Method	Item wise evaluation
मध्यस्थता खंड/ Arbitration Clause	No
सुलह खंड/ Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
Schedule 1 ईएमडी राशि/EMD Amount (In INR)	4500

Schedule 2 ईएमडी राशि/EMD Amount (In INR)	4500
Schedule 3 ईएमडी राशि/EMD Amount (In INR)	4500
Schedule 4 ईएमडी राशि/EMD Amount (In INR)	4500

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	2.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित 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). The EMD Amount will be applicable for each schedule/group selected during Bid creation.

(c). 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 :

Registrar
Veer Narmad South Gujarat University, Surat
(Registrar)

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 को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	100

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. 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.
6. 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.
7. Purchase preference to Micro and Small Enterprises (MSEs) from the State of Bid Inviting Authority: Purchase preference will be given to MSEs as Micro and Small Enterprises from the State of Bid Inviting Authority. If the bidder wants to avail the Purchase preference, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
8. 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.
9. 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.
10. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:
 - i. If number of technically qualified bidders are only 2 or 3.
 - ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
 - iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
 - iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
 - v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work to be mentioned by Buyer: [1777462162.pdf](https://www.pdfdrive.com/1777462162.pdf)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
05-05-2026 16:00:00	Purchase Cell, Veer Narmad South Gujarat University, Surat. (online link : VNSGU Purchase Cell General Meeting Link https://meet.google.com/gbx-krwp-czt) Contact No. 0261-2203042

मूल्यांकन विधि(मदवार मूल्यांकन विधि) / Evaluation Method (Item Wise Evaluation Method)

Contract will be awarded schedulewise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

मूल्यांकन अनुसूचियां / Evaluati on Schedules	अनुमानित मूल्य / Estimated Value	वस्तु/श्रेणी / Item/Category	मात्रा / Quantity
Schedule 1	150000	Hiring Of Agency For Iso Certification Service - Iso 9001 - Quality Management System (qms); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of Iso Certification For Employees, Guidance For Documentation A..	Quantity(to be input 1 as price will be evaluated as per bid requirement) : 1
Schedule 2	150000	Hiring Of Agency For Iso Certification Service - Iso 14001 - Environmental Management System (ems); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of Iso Certification For Employees, Guidance For Document..	Quantity(to be input 1 as price will be evaluated as per bid requirement) : 1
Schedule 3	150000	Hiring Of Agency For Iso Certification Service - Iso 50001 - Energy Management System (ems); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of Iso Certification For Employees, Guidance For Documentation A..	Quantity(to be input 1 as price will be evaluated as per bid requirement) : 1
Schedule 4	150000	Hiring Of Agency For Iso Certification Service - Iso 21001 Educational Organizations Management System (eoms); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of Iso Certification For Employees, Guidance F..	Quantity(to be input 1 as price will be evaluated as per bid requirement) : 1

Hiring Of Agency For ISO Certification Service - ISO 9001 - Quality Management System (QMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of ISO Certification For Employees, Guidance For Documentation A.. (1)

तकनीकी विशिष्टियाँ / Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	

विवरण/ Specification	मूल्य/ Values
Type of ISO Certification Required	ISO 9001 - Quality Management System (QMS)
Type of Service Required	Consulting , Initial Audit , Surveillance Audit , Re-certification Audit
Category of work required for ISO certification	Workshop on awareness of ISO certification for employees , Guidance for documentation and implementation of relevant management system , Training / awareness program on ISO , Framing relevant policy , Framing relevant objectives , Internal auditor training for Management Representatives
Type of Professional Resources required	ISO certification expert in implementing specified certification
Qualification of Professional Resources required	Knowledge Expertise
Certification of Professional Resources required	Lead Auditor Certificate , Lead Implementer Certificate , Project Management Certificate
Total Experience of Professionals Resources (In years)	0 to 3 Years
Deployment Location	Onsite
Post Service Support required	Yes
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Number of Consultants Required	1

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 दस्तावेज /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 / Quantity(to be input 1 as price will be evaluated as per bid requirement)	अतिरिक्त आवश्यकता /Additional Requirement
1	Patel Yogesh Chimanbhai	395007,VEER NARMAD SOUTH GUJARAT UNIVERSITY, Udhna Magdalla Road, Surat	1	N/A

Hiring Of Agency For ISO Certification Service - ISO 14001 - Environmental Management System (EMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of ISO Certification For Employees, Guidance For Document.. (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of ISO Certification Required	ISO 14001 - Environmental Management System (EMS)
Type of Service Required	Consulting , Initial Audit , Surveillance Audit , Re-certification Audit
Category of work required for ISO certification	Workshop on awareness of ISO certification for employees , Guidance for documentation and implementation of relevant management system , Training / awareness program on ISO , Framing relevant policy , Framing relevant objectives , Internal auditor training for Management Representatives
Type of Professional Resources required	ISO certification expert in implementing specified certification
Qualification of Professional Resources required	Knowledge Expertise
Certification of Professional Resources required	Lead Auditor Certificate , Lead Implementer Certificate , Project Management Certificate
Total Experience of Professionals Resources (In years)	0 to 3 Years
Deployment Location	Onsite

विवरण/ Specification	मूल्य/ Values
Post Service Support required	Yes
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Number of Consultants Required	1

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 / Quantity(to be input 1 as price will be evaluated as per bid requirement)	अतिरिक्त आवश्यकता /Additional Requirement
1	Patel Yogesh Chimanbhai	395007,VEER NARMAD SOUTH GUJARAT UNIVERSITY, Udhna Magdalla Road, Surat	1	N/A

Hiring Of Agency For ISO Certification Service - ISO 50001 - Energy Management System (EMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of ISO Certification For Employees, Guidance For Documentation A.. (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of ISO Certification Required	ISO 50001 - Energy Management System (EMS)

विवरण/ Specification	मूल्य/ Values
Type of Service Required	Consulting , Initial Audit , Surveillance Audit , Re-certification Audit
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Deployment Location	Onsite
Post Service Support required	Yes
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Number of Consultants Required	1

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 / Quantity(to be input 1 as price will be evaluated as per bid requirement)	अतिरिक्त आवश्यकता /Additional Requirement
1	Patel Yogesh Chimanbhai	395007,VEER NARMAD SOUTH GUJARAT UNIVERSITY, Udhna Magdalla Road, Surat	1	N/A

Hiring Of Agency For ISO Certification Service - ISO 21001 Educational Organizations Management System (EOMS); Consulting, Initial Audit, Surveillance Audit, Re-certification Audit; Workshop On Awareness Of ISO Certification For Employees, Guidance F.. (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of ISO Certification Required	ISO 21001 Educational Organizations Management System (EOMS)
Type of Service Required	Consulting , Initial Audit , Surveillance Audit , Re-certification Audit
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Total Experience of Professionals Resources (In years)	0 to 3 Years
Deployment Location	Onsite

विवरण/ Specification	मूल्य/ Values
Post Service Support required	Yes
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Number of Consultants Required	1

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

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Quantity(to be input 1 as price will be evaluated as per bid requirement)	अतिरिक्त आवश्यकता /Additional Requirement
1	Patel Yogesh Chimanbhai	395007,VEER NARMAD SOUTH GUJARAT UNIVERSITY, Udhna Magdalla Road, Surat	1	N/A

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. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. Buyer Added Bid Specific Scope Of Work(SOW)

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

4. **Buyer Added Bid Specific ATC**

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

5. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

6. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

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 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 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---



ISO CERTIFICATION SERVICE



**VEER NARMAD SOUTH GUJARAT
UNIVERSITY**

Udhna Magdalla Road, Surat, Gujarat 395007,
www.vnsgu.ac.in

Part A: Scope of Work

1. Overview

This contract is for engaging an **accredited certification body** to implement, audit, and certify the University for the following ISO standards in alignment with **NAAC quality assurance frameworks**:

1. **SCHEDULE 1 : ISO 9001**– Quality Management Systems (QMS)
2. **SCHEDULE 2 : ISO 14001**– Environmental Management System (EMS)
3. **SCHEDULE 3 : ISO 50001**– Energy Management System (EnMS)
4. **SCHEDULE 4 : ISO 21001**– Educational Organizations Management System (EOMS)

The scope includes **consultation, documentation, audits, and surveillance services** over a 3-year certification period.

2. Scope of Services

The selected certification agency shall undertake the following:

2.1 Pre-Certification Phase

- Conduct a **Gap Assessment / Pre-Audit** for all three ISO standards.
- Assist in the development of complete documentation including:
 - Quality Manuals
 - Standard Operating Procedures (SOPs)
 - Policy documents and checklists
 - Compliance templates and audit records
- Provide capacity building and consultation support to ensure audit readiness.

2.2 Certification Audit Phase

- Facilitate and coordinate **Stage I and Stage II Certification Audits** for each ISO standard.
- Support closure of **non-conformities (NCs)** identified during audits.
- Ensure issuance of ISO certificates carrying the appropriate **accreditation body (AB) logos**.

2.3 Post-Certification & Surveillance

- Conduct **annual Surveillance Audits** during Year 1 and Year 2 of the certification period.
 - Submit Surveillance Audit Reports and advise on continual improvement actions.
-

3. Deliverables

- Valid ISO Certificates (for ISO 9001, ISO 14001, ISO 5000, ISO 21001) – **valid for 3 years**
 - Complete documentation package including:
 - Quality manuals, SOPs, policies
 - Gap analysis and audit reports
 - Corrective action and closure reports
 - Training/awareness materials (if applicable)
-

4. Standards and Accreditation Requirements

- The certifying agency must be **NABCB-accredited**
 - The agency must hold **ISO/IEC 17021 accreditation** standards for which they are participating in bid
 - The final certificates must be issued with valid AB logos and recognized internationally.
-

5. Documentation and Confidentiality

- The agency shall sign a **Non-Disclosure Agreement (NDA)**.
 - All audit documents and internal process information of the University must be handled with strict confidentiality.
-

6. Timeline

Activity	Timeline (from Purchase Order date)
Pre-audit and documentation initiation	Within 15 working days
Completion of documentation and audit readiness	Within 45 days
Certification Audits (Stage I & II)	Within 60 days post-documentation
Certificate Issuance	Within 15 days of successful audit

Part B: Service Level Agreement (SLA)

1. Applicability of GeM SLA

This contract shall be governed by the standard **Service Level Agreement (SLA)** under the relevant GeM service category for **Hiring of Agency for ISO Certification Services**, which includes:

- Timelines for pre-audit, documentation, certification, and surveillance audits
- Performance standards and documentation support
- Confidentiality, deployment, and service provider obligations
- Standard penalties and breach consequences

These SLA provisions are binding and available on the Government e-Marketplace portal (<https://gem.gov.in>).

2. VNSGU-Specific SLA Conditions

The following additional conditions shall apply at VNSGU:

2.1 Documentation and Certification Milestones

- Gap assessment/pre-audit within 15 working days
- Documentation completion within 45 days
- Stage I and II certification audits within 60 days after documentation
- Certificate issuance within 15 working days after audit

2.2 Preventive and Corrective Support

- Support in NC closures within 15 days of audit report
- Timely assistance for surveillance audits in Year 1 and Year 2

- Responsiveness to university queries within 2 working days

2.3 Reporting and Coordination

- Submit quarterly status reports and final closure report
- All reports must be acknowledged by the ISO core committee

2.4 Staff Deployment and Conduct

- Only qualified and experienced ISO consultants must be deployed
- VNSGU may request replacement of unsatisfactory personnel
- Consultants must follow university protocol and maintain decorum

2.5 Confidentiality and Compliance

- A Non-Disclosure Agreement (NDA) must be signed before starting
- No data shall be shared or removed without written approval

2.6 Penalties

As per GEM SLA

3. Additional Governance Clauses

3.1 Force Majeure

Neither party shall be liable for failure to perform obligations if such failure is caused by events beyond their control, including but not limited to: natural disasters, strikes, acts of God, war, or government regulations.

The affected party shall notify the other within **7 calendar days** of such an event.

3.2 Right to Cancel the Contract

VNSGU reserves the right to cancel the bid or terminate the contract at any stage without assigning any reason and without any financial liability.

This is in accordance with **Clause 11 of the GeM General Terms and Conditions (GTC).**

3.3 No Subletting / Assignment

The vendor shall **not assign, subcontract, or transfer** the contract or any part thereof without prior written permission from the University.

Unauthorized subletting shall lead to **immediate termination** of the contract.

3.4 Dispute Resolution and Jurisdiction

Any dispute arising out of or relating to this contract shall be resolved as per the **Arbitration and Conciliation Act, 1996**, and the dispute resolution process defined in the GeM GTC.

Jurisdiction for all legal matters shall lie exclusively with the **competent courts in Surat, Gujarat**.

3.5 Governing Law

This contract shall be governed by:

- The **GeM General Terms & Conditions**
 - The **Gujarat State Procurement Policy, 2024**
 - The **rules and regulations of Veer Narmad South Gujarat University**
 - Applicable **Indian laws and statutory guidelines**
-

3.6 Final Authority

The **Hon. Vice-Chancellor, VNSGU** shall be the final authority on all matters related to administration, service obligations, and compliance within the scope of this contract, subject to legal and GeM-provided remedies.

Part C: Payment Terms

1. No Advance Payment

No advance payment shall be made under this contract. Payments shall be milestone-based and released only upon submission of deliverables and acceptance by the University.

2. Payment Milestones

Milestone	Percentage of Contract Value	Required Documents
After Pre-Audit Completion and Documentation Initiation	30%	- Pre-audit report- Gap analysis summary- Proof of document initiation
After Completion of Stage II Audit and Certificate Issuance	40%	- Stage I & II audit reports- Valid ISO certificates for 9001 / 14001 / /50001/21001 - along with NC closure reports (if any)
After Year 1 Surveillance Audit	15%	- Year 1 Surveillance audit report- Compliance summary
After Year 2 Surveillance Audit & Final Closure	15%	- Year 2 Surveillance audit report- Final certification status report- Closure certificate from University

3. Mode of Payment

Payments shall be made via **NEFT/RTGS** to the vendor's registered bank account, after deduction of any applicable penalties or statutory dues.

4. Statutory Deductions

All payments will be subject to applicable deductions such as:

- **TDS, GST-TDS**, and any other statutory levies as per prevailing laws.
-

5. Penalty Deductions

Any penalty imposed under the SLA (Part B) for delay, non-compliance, or breach of obligations shall be:

- **Deducted from the immediate or final invoice** submitted by the vendor.
 - A summary of applicable deductions will be shared along with the payment release intimation.
-

6. Final Settlement

The final payment (last 15%) shall be released only after:

- Submission of all cumulative deliverables and audit reports
 - Return of any university data/documents
 - Confirmation of no outstanding obligations or unresolved NCs
-

PART – D : MINIMUM ELIGIBILITY CRITERIA

A. GENERAL ELIGIBILITY

The bidder shall meet the following minimum eligibility requirements and submit the corresponding declarations / information in the prescribed Annexures.

Failure to submit mandatory Annexures shall render the bid non-responsive.

1. Financial Turnover

The bidder shall submit a declaration of average annual turnover from relevant business activities / services and eligibility for exemption, if applicable, as per **ANNEXURE – I**.

2. Past Experience

The bidder shall submit details of past experience in relevant work experience in similar nature of work / services, as per **ANNEXURE – II**.

3. Earnest Money Deposit (EMD)

The bidder shall submit details of Earnest Money Deposit (EMD) or valid exemption, as applicable, strictly in accordance with the bid conditions, as per **ANNEXURE – III**.

4. Bidder Information & General Acceptance

The bidder shall furnish complete bidder information and unconditional acceptance of the Scope of Work, GeM SLA, Service Conditions, General Terms & Conditions, and Payment Terms, as per **ANNEXURE – IV**.

5. Consolidated Self-Declaration

The bidder shall submit a consolidated self-declaration covering non-blacklisting status, compliance with land border sharing country restrictions (GFR Rule 144(xi)), class of supplier / local content declaration, and correctness of information, as per **ANNEXURE – V**.

6. Price Reasonability Certificate

The bidder shall submit a Price Reasonability Certificate confirming that the quoted prices are reasonable, competitive, and inclusive of all statutory obligations and costs, as per **ANNEXURE – VI**.

B. BID-SPECIFIC REQUIREMENTS (if Any)

The bidder shall additionally comply with the following **bid-specific eligibility requirements** as per **ANNEXURE – VII**

PART – E : BID SUBMISSION GUIDELINES

1. Mode of Submission

1.1 All bids shall be submitted **online only** through the **Government e-Marketplace (GeM) portal**.

1.2 Earnest Money Deposit (EMD), wherever applicable, shall be submitted either through **Demand Draft (DD)** or claimed through valid **MSME / NSIC / DPIIT Startup exemption**, strictly as per GeM rules.

1.3 The original EMD Demand Draft (if applicable) shall be submitted physically at:

Purchase Section

Veer Narmad South Gujarat University
Udhna–Magdalla Road, Surat – 395007

in a sealed cover clearly superscribed as:
“EMD for [Name of Bid]”

before the GeM bid closing date.

1.4 Each document shall be uploaded under the **correct GeM upload button**, in **clear, readable, searchable PDF format**, duly signed and stamped by the authorised signatory.

1.5 Incomplete, illegible, wrongly tagged, or missing documents may result in **rejection of the bid during technical evaluation**, as per GeM rules.

A. Physical (Hard-Copy) Submission

Document	Mode	Submission Location	Last Date
EMD Demand Draft (if applicable) in sealed cover marked “EMD for [Name of Bid] ”	Original Hard Copy	Purchase Section, VNSGU, Surat – 395007	As per GeM bid closing date

B. Online Submission on GeM Portal

Sr. No.	Purpose	GeM Upload Button	Documents to Attach
1	Financial Capacity & Turnover	Button 1 – Financial Capacity	Annexure–I (Past Experience), Annexure–II (Turnover Declaration), MSME / NSIC / Startup certificate (if applicable)
2	Past Experience	Button 2 – Experience Documents	Annexure–I, supporting work orders / completion certificates (if any)
3	EMD / Exemption	Button 3 – Compliance Documents	Annexure–III, Scan of DD or MSME / Startup certificate
4	Bidder Information & Acceptance	Button 4 – Additional Documents	Annexure–IV, Self-attested PAN, GST Registration Certificate, Cancelled Cheque
5	Consolidated Self-Declaration	Button 4 – Additional Documents	Annexure–V
6	Price Reasonability	Button 4 – Additional Documents	Annexure–VI
7	Bid specific requirement	Button 4 – Additional Documents	Annexure–VII

* All above Annexures are **mandatory**, unless exempted under applicable GeM provisions.

IMPORTANT NOTES FOR ANNEXURES & DOCUMENT SUBMISSION

1. All Annexures must be **fully filled, signed, stamped, and page-numbered**. Annexure numbering must strictly match the tender document.
2. All supporting documents must be **self-attested and stamped** by the authorised signatory.
3. **No price information** shall be mentioned in any Annexure or technical document.
Prices shall be entered **only in the GeM BoQ / Financial Bid**.

4. All uploaded files must be in **clear, readable, searchable PDF format**.
 5. Documents must be uploaded **strictly under the correct GeM upload button**.
Wrong tagging may lead to rejection.
 6. **Unnecessary, promotional, or irrelevant documents** shall not be uploaded.
Only documents specifically asked for in this bid shall be considered.
 7. Under experience criteria, bidders are advised to upload **only relevant and limited documents**.
Excess or unrelated documents may be ignored during evaluation.
-

ANNEXURE - I
DECLARATION OF AVERAGE ANNUAL TURNOVER & EXEMPTION ELIGIBILITY

PART A – DECLARATION OF TURNOVER (Last Three Financial Years)

(fill even though you claim exemption)

We hereby declare that our average annual turnover for the last **three financial years** is as follows:

Financial Year	Annual Turnover (₹)
FY	
FY	
FY	
Average turnover	
Required Turnover as per Bid	
Average turnover is as per Bid condition	YES/NO

Attachment required: Self-attested copy of CA-certified Turnover Certificate(s)

PART B – EXEMPTION FROM TURNOVER (IF APPLICABLE)

We seek exemption from the following requirement(s) under valid government policy
Turnover Requirement

Basis of Exemption (select one & provide a valid certificate):

- MSME-Udyam-Registered
- NSIC Registered
- DPIIT-Recognized Startup

Attachment required: Self attested copy of Valid MSME-Udyam / NSIC/ DPIIT Startup Certificate

Note: “Exemption from past experience, turnover or EMD shall be applicable only if the bidder’s MSME / NSIC / DPIIT Startup status is valid and reflected as ‘Verified/Active’ on the GeM portal at the time of bid submission. MSME / Startup registrations appearing as ‘Pending’, ‘Applied’, or under verification on the GeM portal shall not be considered for exemption at the bid evaluation stage. Committee verification shall be limited to verification of documents and shall not override GeM system status for the purpose of granting exemption.”

FINAL DECLARATION

I/We hereby declare that:

- ✓ All information provided is true and correct.
 - ✓ We understand that concealment/misrepresentation may lead to bid rejection.
 - ✓ We agree to submit any additional documents if required by VNSGU during evaluation.
-

Place: _____ Date: _____ Authorized Signatory (Name & Seal)

ANNEXURE – II
DECLARATION OF PAST WORK EXPERIENCE & EXEMPTION ELIGIBILITY

PART A – WORK EXPERIENCE DETAILS (LAST THREE FINANCIAL YEARS)

(Important Instructions to Bidders (Mandatory):

1. Fill this even though you claim exemption.
2. **Maximum Three (03) Work Orders only** shall be listed.
Submission of more than three orders will result in the **evaluation of only the first three** in the order listed.
3. **Only completed works** shall be considered.
Ongoing, partial, trial, or AMC-only contracts shall **not** be treated as completed works.
4. **Eligible Clients:**
 - **Government / PSU / Autonomous Bodies / Universities** – all completed works are acceptable.
 - **Private Limited Companies** – only completed works of **Public or Private Limited Companies** shall be considered.
 - Works executed for proprietorships, partnership firms, individuals, societies, or NGOs **shall not be considered.**
5. **Do not attach unnecessary documents.**
Only the documents specifically mentioned below shall be uploaded. Any extra, irrelevant, or promotional documents may be ignored during evaluation.
6. **Mismatch or false information** between this Annexure and uploaded documents may lead to **bid rejection.**

Experience Details Table

Sr. No.	Client Name & Address	Organization type (Govt / PSU / Autonomous / University / Pvt. Ltd.)	Work Order No. & Date	Brief Description of Work / Service	Contract Value (₹)	Completion Proof Attached (Yes/No)
1						
2						
3						

For each work order mentioned above, attach:

- **Mandatory:** ✓ Copy of Work Order / Contract Agreement
- **AND any ONE (1) of the following:**
 - ✓ Completion / Performance Certificate issued by the client **OR**
 - ✓ Proof of payment (Bank advice / TDS certificate / payment confirmation)
OR
 - ✓ CARC (Consignee's Acceptance & Receipt Certificate) generated on GeM (if applicable)

PART B – DECLARATION OF EXPERIENCE ELIGIBILITY (AS PER BID CONDITIONS)

We hereby confirm that we satisfy the past experience eligibility criteria specified in the bid document by fulfilling **any one** of the following conditions:

Eligibility Condition	Tick (✓)
One completed work of value not less than 80% of the estimated bid value	<input type="checkbox"/> YES <input type="checkbox"/> NO
Two completed works, each of value not less than 50% of the estimated bid value	<input type="checkbox"/> YES <input type="checkbox"/> NO
Three completed works, each of value not less than 40% of the estimated bid value	<input type="checkbox"/> YES <input type="checkbox"/> NO
We do NOT satisfy the above experience criteria and are claiming exemption , if permissible under the bid conditions and applicable Government / GeM procurement policies (supporting document attached)	<input type="checkbox"/> YES <input type="checkbox"/> NO

PART C – DECLARATION FOR EXEMPTION (IF APPLICABLE)

We claim exemption from the **past experience requirement**, as permitted under applicable Government procurement policies, based on our status as:

MSME (Udyam Registered), NSIC Registered, DPIIT-Recognized Startup

Attachment Required:

✓ Self-attested copy of valid MSME-Udyam / NSIC / DPIIT Startup Certificate

Note: “Exemption from past experience, turnover or EMD shall be applicable only if the bidder’s MSME / NSIC / DPIIT Startup status is valid and reflected as ‘Verified/Active’ on the GeM portal at the time of bid submission. MSME / Startup registrations appearing as ‘Pending’, ‘Applied’, or under verification on the GeM portal shall not be considered for exemption at the bid evaluation stage. Committee verification shall be limited to verification of documents and shall not override GeM system status for the purpose of granting exemption.”

FINAL DECLARATION

We hereby declare that:

- The information furnished above is **true, complete, and correct**.
 - Only eligible and completed works have been declared.
 - No misleading or false information has been submitted.
 - We understand that submission of incorrect information may result in **rejection of the bid, forfeiture of EMD, and other legal or contractual action** as deemed fit by the Procuring Authority.
-

Place: _____ Date: _____ Authorized Signatory (Name & Seal)

ANNEXURE - III
EMD Submission or Exemption Declaration

Option A – EMD Submission via Demand Draft

We hereby submit the **Earnest Money Deposit (EMD)** for the above-mentioned tender as per the following details:

Particulars	Details
Name of Bidder	
DD Amount	
DD Number	
Date of Issue	
Bank Name & Branch	
Payable To	Registrar, Veer Narmad South Gujarat University
Payable At	Surat – 395007

We confirm that:

- The Demand Draft has been issued by any **Nationalized bank or as per the latest Gujarat government-recognized bank for SD/EMD**
- The DD has been drawn in favour of the University, by or on behalf of the bidding firm.
- The **original DD** has been submitted or dispatched to the University as per tender instructions.

To Be Submitted (Hard Copy):

The original Demand Draft must be submitted at the Purchase Section, Veer Narmad South Gujarat University, Surat – 395007 not later than three days of the Online GEM bid submission deadline.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

Attachment: Original Demand Draft

OR

Option B – EMD Exemption Declaration

We hereby declare that our organization is registered as a **Micro/Small Enterprise (MSME) or NSIC or Startup under DPIIT**, and is therefore **exempted from EMD submission under Government Procurement Policy (GPP) 2024 and GeM rules.**

We understand and acknowledge that:

- Only **GeM-verified MSME/NSIC / Startup registration** will be considered valid for exemption.
- If our MSME / Startup status appears as “*pending*” or “*applied*” on GeM at the time of bid submission, the exemption will not be granted.
- If neither valid exemption proof nor EMD is submitted at bid opening, our bid shall be **summarily rejected**.
- Submission of false or invalid exemption documents will lead to **disqualification** and may attract **legal or contractual action**.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

Attachment required: Self-attested, Valid MSME - Udyam / NSIC/ Startup (DPIIT) Registration Certificate.

Note: “Exemption from past experience, turnover or EMD shall be applicable only if the bidder’s MSME / NSIC / DPIIT Startup status is valid and reflected as ‘Verified/Active’ on the GeM portal at the time of bid submission. MSME / Startup registrations appearing as ‘Pending’, ‘Applied’, or under verification on the GeM portal shall not be considered for exemption at the bid evaluation stage. Committee verification shall be limited to verification of documents and shall not override GeM system status for the purpose of granting exemption.”

ANNEXURE – IV BIDDER INFORMATION & ACCEPTANCE

A. BIDDER INFORMATION

Sr. No.	Particulars	Bidder's Response
1	Name of Firm / Company	
2	Legal Status (Proprietorship / Partnership / LLP / Pvt. Ltd. / Ltd. / Others)	
3	Year of Establishment	
4	Registered Office Address	
5	Communication Address (if different)	
6	Authorized Signatory – Name	
7	Designation	
8	Contact Number	
9	Email ID	
10	Website (if any)	

B. STATUTORY & REGISTRATION DETAILS

Sr. No.	Registration / License	Registration No.	Valid Up To	Copy Enclosed (Yes / No)
1	PAN			
2	GST Registration			
3	MSME / NSIC / DPIIT Startup (if applicable)			
4	Any Other (specify)			
5				
6				

C. BANK DETAILS (FOR PAYMENT PURPOSE)

Sr. No.	Details	Bidder's Response
1	Bank Name	
2	Branch	
3	Account Holder Name	
4	Account Number	
5	IFSC Code	

D. ESCALATION MATRIX (FOR OPERATIONAL / SUPPORT ISSUES)

Level	Name	Designation	Email ID	Contact No.	Response Time
Level – 1					
Level – 2					
Level – 3					

E. GENERAL ACCEPTANCE & UNDERTAKING

We hereby declare and confirm that:

1. We have **read, understood and accepted the Scope of Work** as specified in the bid document and appendices.
2. We have **read, understood and accepted the GeM General Terms & Conditions and applicable Service Level Agreement (SLA)** governing this bid.
3. We have **read, understood and accepted the Payment Terms** as specified in the bid document and on the GeM portal.
4. We agree to **execute a formal agreement / contract**, if required, and to comply with all terms and conditions of the bid.
5. We confirm compliance with all **applicable Central and State laws**, statutory requirements and procurement rules relevant to this bid.
6. We certify that **all information furnished by us is true, correct and complete** to the best of our knowledge.

7. We understand that submission of **false, misleading or incomplete information** may result in rejection of the bid, cancellation of award, or other action as per applicable rules.
-

Place: _____ **Date:** _____ **Authorized Signatory Signature & Seal)**

UPLOAD / ATTACHMENT INSTRUCTIONS

- Self-attested copy of **PAN Card**
 - Self-attested copy of **GST Registration Certificate**
 - **Cancelled Cheque** (for bank verification)
 - MSME / NSIC / DPIIT Startup certificate (if applicable)
-

ANNEXURE – V CONSOLIDATED SELF-DECLARATION

I/We, the undersigned bidder, do hereby solemnly declare and affirm as under:

PART A – SELF-DECLARATION REGARDING NON-BLACKLISTING

1. I/We declare that our firm/company has **not been blacklisted, debarred, suspended, or banned** from participating in any procurement process by any **Central or State Government Department, Public Sector Undertaking (PSU), Autonomous Institution, University, or Government Agency (including Government e-Marketplace [GeM]) in India**, as on the date of bid submission.
 2. I/We further declare that **no criminal proceedings are pending** against the bidder or any of its **directors/partners / proprietors** which would affect our ability to participate in public procurement.
 3. I/We understand that if any part of this declaration is found to be **false or misleading at any stage**, the bid may be rejected or the contract may be terminated without any liability on the part of the Procuring Entity, in addition to any other action permissible under law.
-

PART B – SELF-DECLARATION REGARDING LAND BORDER SHARING COUNTRY

(Rule 144(xi) of GFR, 2017 as amended)

1. I/We hereby declare that:

We are not from a country which shares a land border with India, as defined under Rule 144(xi) of the General Financial Rules (GFR), 2017 and subsequent amendments issued by the Government of India.

OR

We are from a country which shares a land border with India, and we are **registered with the Competent Authority** as notified by the Government of India. A copy of the valid registration certificate issued by the Competent Authority (Ministry of Home Affairs, Government of India) is enclosed.

2. I/We understand that **misrepresentation or suppression of facts** under this declaration shall render the bid liable for rejection and may also lead to cancellation of contract, if awarded.
-

PART C – CLASS OF SUPPLIER & LOCAL CONTENT DECLARATION

(As per Gujarat State Procurement Policy, 2024)

1. Local Content Confirmation

I/We confirm that the local content in respect of the quoted item(s) / service(s) is _____ %, and accordingly we qualify as:

- Class-I Gujarat MSE / Class-I Local Supplier
 Class-II Gujarat MSE / Class-II Local Supplier
-

2. Eligibility for Purchase Preference

I/We hereby declare that we are eligible for **purchase preference**, wherever applicable, as per **Government of Gujarat Industries & Mines Department Resolution No. SPO-102021-188460-CH dated 14-03-2024**.

3. Compliance with Local Content Calculation

I/We confirm that the local content has been calculated strictly in accordance with the prescribed formula:

Local Content (%) = [(Sale Price – Value of Imported Content) × 100] ÷ Sale Price

Further, I/We confirm that **transportation, insurance, installation, commissioning, training, AMC/CMC, and after-sales services** have **not** been considered as local value addition.

4. Details of Local and Imported Content

Sr. No.	Item / Equipment Name	Local Content (%)	Location of Value Addition (State, India)	Imported Content (%) (incl. customs duties)
1				
2				

(Attach additional sheet if required)

5. Auditor Certification (Where Applicable)

For bids above ₹ 10 Crore, I/We confirm that a certificate from:

- Statutory Auditor / Cost Auditor (for Companies), **OR**
- Practicing Chartered Accountant / Cost Accountant (for others)

certifying the percentage of local content, **as per Annexure-II of the Gujarat State Procurement Policy, 2024**, has been enclosed.

6. Declaration of Integrity

I/We understand that any **false declaration** under this annexure shall be treated as a **breach of Code of Integrity** under Clause 2(C)(d) of the Gujarat State Procurement Policy, 2024, and may lead to:

- Debarment for a period of up to **two (02) years**, and/or
- Other legal actions as applicable.

FINAL DECLARATION

I/We hereby declare that **all information provided in this consolidated self-declaration is true, complete, and correct** to the best of our knowledge and belief, and nothing material has been concealed therefrom.

Place: _____ **Date:** _____ **Authorized Signatory** (Name, Signature & Seal)

ANNEXURE- VI
Price Reasonability Certificate

To

The Registrar
Veer Narmad South Gujarat University
Surat – 395007, Gujarat, India

Subject: Price Reasonability Certificate

Dear Sir/Madam,

We hereby certify that:

1. **The rates quoted in our bid are reasonable and justified**, based on prevailing market rates, product specifications, and associated services offered.
2. The offered price:
 - Is comparable to the price of similar goods/services supplied to other Government organizations, PSUs, or reputed private institutions.
 - Has not been increased for the current tender and is consistent with prices offered in other recent bids or supply orders.
3. We also confirm that **no lower price** has been quoted for the same product or service to any Government/PSU/Autonomous institution or any buyer on GeM in the last six months for comparable quantity and terms.
4. In the event of discovery of any lower quoted price for the same specification elsewhere under similar conditions, we agree that the University may take appropriate action, including price reduction or disqualification.

We assure full cooperation and submission of supporting documents, invoices, or client POs if required by the audit or evaluation committee.

Sincerely,

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ANNEXURE – VII
BID SPECIFIC REQUIREMENT
(Nabcb accredited certification body verification)

Requirement

The ISO certification submitted by the bidder must be issued by a **Certification Body accredited by NABCB** and **listed on the official NABCB website**:

<https://nabcb.qci.org.in/management-system-certification/>

Checklist (To be filled by Bidder)

Sr. No.	Requirement	Details
A	Quality Management Systems ISO 9001	
1	Certification Body name mentioned on ISO certificate	
2	Certification Body is listed on NABCB official website link showing Certification Body listed on NABCB website	
B	Environmental Management Systems ISO 14001	
1	Certification Body name mentioned on ISO certificate	
2	Certification Body is listed on NABCB official website link showing Certification Body listed on NABCB website	
C	Energy Management Systems ISO 50001	
1	Certification Body name mentioned on ISO certificate	
2	Certification Body is listed on NABCB official website link showing Certification Body listed on NABCB website	
D	Energy Management Systems ISO 21001	
1	Certification Body name mentioned on ISO certificate	
2	Certification Body is listed on NABCB official website link showing Certification Body listed on NABCB website	

Mandatory Submission

- Copy of ISO Certificate
 - NABCB Accreditation Certificate
 - ISO/IEC 17021 Scope Document
 - Screenshot / link showing Certification Body listed on NABCB website
-

Declaration by Bidder

We hereby declare that the ISO certifications submitted by us are issued by a Certification Body accredited by NABCB and listed on the official NABCB website. We confirm that all required supporting documents, including proof of NABCB accreditation and listing, have been submitted.

We further declare that we are eligible and authorized to provide ISO certification services only for the following standards as applicable to us:

- | | |
|--------------|----------|
| 1. ISO 9001 | [Yes/No] |
| 2. ISO 14001 | [Yes/No] |
| 3. ISO 50001 | [Yes/No] |
| 4. ISO 21001 | [Yes/No] |

in full compliance with the bid conditions and NABCB (NAAC-aligned) guidelines circular given in bid

Important Note

- NABCB website listing shall be treated as **primary verification of accreditation**
 - Bidders must ensure that the Certification Body is **active and valid** on the NABCB website
 - Non-submission or mismatch of details shall lead to **rejection of the bid**
-

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BENGALURU

F. No. 14-29/2022

26th May 2022

Advisory on ISO 9001/Green Certificates/Audits

As per the resolution of 96th meeting of the Executive Committee of NAAC held on 26th May 2022, in the manuals for Self-Study Report for institutional accreditation there are couple of metrics on quality audit; green audit, energy audit, and environmental audit;

This has led to several institutions going for certifications and falling prey to unscrupulous private certifying/audit agencies issuing certificates to unsuspecting academic institutions.

It is informed that there is an international system of accreditation of such audit/certifying agencies in which the National Accreditation Board of Certification Bodies (NABCB), a constituent Board of the Quality Council of India, attached to the Ministry of Commerce & Industry, is member from India (website - <http://nabcb.qci.org.in/index.php>). The international system for certification operates under the aegis of the International Accreditation Forum (IAF) and its member accreditation bodies (ABs) are listed on its website iaf.nu. Similarly, for inspection/audit, which is a one-time activity, the international system is operated under the International Laboratory Accreditation Cooperation (ILAC) of which also NABCB is a member. A list of ILAC members can be seen on its website <https://ilac.org/>

It is therefore advised that the following should be observed:

1. It should be ensured that the ISO 9001 certificates are from certifying agencies accredited either by NABCB or any member AB of IAF. The certificate should carry the logo of the AB concerned.
2. There is now an ISO standard for educational institutions, ISO 21001, and institutions may obtain certification under this standard from any certifying agency as mentioned in 1. above in lieu of ISO 9001 certification.

3. As for green certification, there are recognized standards such as ISO 14001 for environment management systems or ISO 50001 for energy management systems which promote green practices and certificates to these may be obtained following advice in 1. above.
4. Any other certification claimed to be green certification should be to a recognized standard and the agency should be accredited as mentioned in 1. above
5. In case any institution goes for a one-time green audit, it should ensure that the agency is accredited as per ISO 17020 for a recognized standard/criteria for green audits by NABCB or any member of ILAC and the report/certificate carries logo of the AB.

The logo of the AB on the certificate ensures that the audit/certifying agency is accredited for auditing/certifying educational institutions and hence essential.

All academic institutions who have already obtained such certificates should check that they have authentic certificates and if not, ensure that these are replaced as per above advisory within one year.

In case of any doubts, academic institutions may consult NABCB at nabcb@qcin.org.

Sd/-
Director, NAAC