

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	15-06-2026 13:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	15-06-2026 13:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Chandigarh
विभाग का नाम/Department Name	Education Department Chandigarh
संगठन का नाम/Organisation Name	Government Medical College And Hospital
कार्यालय का नाम/Office Name	Sector 32, Chandigarh
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	promila.74@gmch.gov.in
वस्तु श्रेणी /Item Category	Hiring of Consultants - Per Person Per Month Based - Functional Consultants; Finance& Accounts; CA; Yes
अनुबंध अवधि /Contract Period	3 Year(s) 1 Day(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू 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 विवरण/Bid Details	
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	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
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	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	396000
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	Yes (Arbitration clause document) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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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).	38

(a).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 :

Director Principal
Government Medical College and Hospital, Sector 32, Chandigarh
(Director Principal)

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

एमआईआई अनुपालन/MII Compliance

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

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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1. 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.
2. 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.
3. 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.

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

Bifurcation of Lump sum yearly rates - [1780039082.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Last 3 years average business revenue from consulting:3000000

Number of Consultants on payroll of firms:1

Number of projects completed in India having similar scope & size of proposed project under hiring:0

Scope Of work:[1780039092.pdf](#)

Profile of Consultants:[1780039096.pdf](#)

Pre-qualifications Criteria:[1780039101.pdf](#)

**Hiring Of Consultants - Per Person Per Month Based - Functional Consultants;
Finance& Accounts; CA; Yes (1)**

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Consulting Category/ Stream	Functional Consultants
Consultant's Profile	Finance& Accounts
Indicative generic Qualification of consultants/ resources/ SME	CA
Proof of Concept (POC) Required	Yes
Total Experience of Consultants/ Resources (in Years)	4 to 6 Year
Deployment of Consultants/Resource	Offsite
Certifications	Other Certification as indicated in BID
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 Consultants / SMEs	अतिरिक्त आवश्यकता /Additional Requirement
1	Krishan Chander Joshi	160031, Government Medical College & Hospital Sector 32, Chandigarh, 160031	1	<ul style="list-style-type: none">Duration of Hiring of Consultant/SME in months During the Contract Period : 36

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions**1. Generic**

OPTION CLAUSE 25% : 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, the contract quantity or contract duration can only be increased up to 25 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

25 percent with the consent of the service provider

2. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. All the bidders are required to submit certificate with regard non-blacklisting as per the below mentioned Annexure I

ANNEXURE - I

AFFIDAVIT

I/We _____, (Name) contractor/partner/sole proprietor (strike out word which is not applicable) of (Firm) _____ do hereby declare and solemnly affirm to the fact that the individual firm/companies are not black listed by the Union or State Government or any partner or shareholder there of are not directly connected with or has any subsisting interests in business of my/our firm. DEPONENT Address: _____ I /we do hereby solemnly declare and affirms that the above declaration true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed.

Dated : _____

DEPONENT

(Note:- To be furnished on non-judicial stamp paper duly notarized by the Oath Commissioner. The date of notarization should be after the date of start of bid).

2. **PRICE FALL CLAUSE:** (To be submitted in the bidder's company letter head).

I/We undertake that we have not offered to supply / supplied / are not supplying same or similar products / systems or sub systems at a price lower than that offered against the *Tender No.* _____ *dated* _____ in respect of any Organization/Ministry/Department of the Govt. Of India or its Subsidiaries or other PSU or any other private organization during the currency of the contract and if it is found at any stage that same or similar product/systems or sub systems was supplied by the bidder to any Organization/Ministry/Department of the Govt. Of India or its Subsidiaries or other PSU or any other private organization at a lower price during the currency of the contract, then that very price will be applicable to the present case and the difference in the cost would be refunded by the bidder to buyer, if the contract has already been concluded.

3. The L1 firm will have to sign the Integrity pack in due course of time.
4. The experience should be continuous of 03 years OR 03 out of 05 years.
5. Only representations/correspondence submitted via GeM shall be accepted. Any external representations/correspondence made outside GeM shall not be accepted.

The Chartered Accountant/Lawyer/Authorized Consultant shall have to submit EMD in the shape of FDR/Bank Guarantee having validity of Six Months amounting to Rs. 8000/- in favour of Director Principal, GMCH-3 2, Chandigarh

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---

SCOPE OF WORK

1. Statutory Audit of Books of Accounts (Include preparation of Financial Statements as required) of Ayushman Bharat (PMJAY) funds at the disposal of GMCH.
2. Filing of all GST & GST TDS Returns (monthly/Quarterly/Annually, issue of TDS forms,(as the case may be) of Ayushman Bharat(PMJAY),Government Medical College and Hospital, Sector 32, Chandigarh in the requisite format prescribed under GST regime from time to time;
3. To attend any notice, if any, issued by any Govt. Agency and its settlement thereof;
- 3.) Generating of E-Invoice;
4. Any other work assigned by the Competent Authority with respect to Goods & Service Tax (GST Return) and Tribunal;
5. Time to time advice on compliances to be undertaken by the Government Medical College Hospital, Chandigarh in respect of Ayushman Bharat (PMJAY) under GST & Income Tax (TDS) regime and any other queries that may arise during the period of contract;
6. Preparation of reply and pleading against GST Authorities and appeal before the GST Authorities;
7. Amendment of GST Registration if any, and in any additional/new registration under GST provisions;
8. The CA/Lawyer/Authorized Consultant must have a registered office in Tri-city and would be required to attend the office at Government Medical College & Hospital Sector 32, Chandigarh as and when required. Further the CA/Lawyer/Authorized Consultant is required to visit any of the Govt. Agency to settle the notice, if any, during the course of tender period.

Time period of Engagement:-

The selected Chartered Accountant will be required to provide the above mentioned services initially for one year from the date of allotment of contract, which may further be extended for another two years on year to year basis on the basis of satisfactory performance of work and with the approval of the Director Principal GMCH Sector 32, Chandigarh.

Pre Qualification Criteria:-

The bids of only those bidders will be considered which satisfy the eligibility criteria and submit documentary evidence in support of following:-

- i) The Chartered Accountant (Partnership or Proprietorship) should be registered with the Institute of Chartered Accountant of India (ICAI).
- ii) The Lawyer / Authorized Consultant should have Govt. Registration/Authorization to file the GST Returns and to settle the notices, if any with the Govt. Agency;
- iii) A copy of the certificate/document issued by the Institute of Chartered Accountants of India in the name of owner/proprietor/director and Govt. Registration/Authorization in the case of Lawyer / Authorized Consultant must be attached with the bid document;
- iv) Required to attach copies of valid PAN Card and GST registration.
- v) The Firm (Partnership or proprietorship) should have been in operation for last 3 Financial Years after its registration and at least 3 years experience in Govt. Departments/Societies/Boards/Corporations for dealing in income tax/indirect Tax/GST/VAT/Service Tax matters). Documentary evidence with regard to work experience must be attached with the tender document;
- vi) The proprietor or partners of the firm or any CA/Lawyer/Authorized Consultant or CMA employed/associated with the firm should not have been debarred or cautioned by institute of Chartered Accountant of India/Institute of Cost Accountants of India/Central or State Public Sector Enterprise/Government (Central/State) during the last two years. An affidavit duly attested by Executive Magistrate/Notary Public as per **Annexure-I** is required to be submitted.
- vii) The CA/Lawyer must have a registered office in Tri-city and would be required to attend the office at Government Medical College & Hospital Sector 32, Chd as and when required. Generally no outstation travel will be involved and the services may be rendered from office of Consultant. Documentary proof of the same such as ownership letter, rent deed agreement, utility/electricity/water bill, landline telephone bill, GST Certificate etc. must be attached.