



Bid Number: GEM/2022/B/2168215

Dated: 30-05-2022

Bid Document

Bid Details	
Bid End Date/Time	09-06-2022 16:00:00
Bid Opening Date/Time	09-06-2022 16:30:00
Bid Offer Validity (From End Date)	60 (Days)
Ministry/State Name	Ministry Of Youth Affairs And Sports
Department Name	Department Of Sports
Organisation Name	Sports Authority Of India (sai)
Office Name	Central Region 462044
Item Category	Non IT Professional Service (version 2) - Finance and Accounting; GST expert , Non IT Professional Service (version 2) - Finance and Accounting; Tax Accountant
Contract Period	1 Year(s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
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
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
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ePBG Detail

Required	No
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Splitting

Bid splitting not applied.

MSE Purchase Preference

MSE Purchase Preference	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

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 at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Additional Scope of Work: [1653457258.pdf](#)

Non IT Professional Service (version 2) - Finance And Accounting; GST Expert (1)

Technical Specifications

Specification	Values
Core	
Domain Name	Finance and Accounting
Resource Profile	GST expert
Certifications	As applicable for required service
Qualification	CA
Years of Experience	7-10
Deployment location	Onsite
Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of resources to be hired per month	Additional Requirement
1	SANJIB LAHKAR	462044,SPORTS AUTHORITY OF INDIA, UDHAV DAS MEHTA (BHAIJI), CENTRAL REGIONAL CENTRE, GRAM GORA, BISHEN KHERI, BHADBHADA ROAD BHOPAL	1	<ul style="list-style-type: none"> Number of months for which service to be hired : 12

Non IT Professional Service (version 2) - Finance And Accounting; Tax Accountant (1)**Technical Specifications**

Specification	Values
Core	
Domain Name	Finance and Accounting
Resource Profile	Tax Accountant
Certifications	As applicable for required service
Qualification	CA
Years of Experience	7-10
Deployment location	Onsite
Addon(s)	

Additional Specification Documents**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Number of resources to be hired per month	Additional Requirement
1	SANJIB LAHKAR	462044,SPORTS AUTHORITY OF INDIA, UDHAV DAS MEHTA (BHAIJI), CENTRAL REGIONAL CENTRE, GRAM GORA, BISHEN KHERI, BHADBHADA ROAD BHOPAL	1	<ul style="list-style-type: none"> Number of months for which service to be hired : 12

Buyer Added Bid Specific Terms and Conditions**1. Service & Support**

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

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 ATC**

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

4. **Generic**

Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [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 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.

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.

---Thank You---

QUALIFICATION CRITERIA

Sl.No.	Descriptions	Document Required
1.	The bidder should be a legal entity registered under the relevant statute for the last 5 years.	Copy of 'Certificate of Incorporation' or Registration Certificate
2.	The Bidder must be empaneled with CAG.	Copy of Certificate
3.	The bidder must enclose PAN card details and GST registration details.	Copies of documents
4.	The bidder should have experience of required service for atleast 7 years in any of the Central Govt./State Govt/PSU's/ Autonomous Institutions	Copy of satisfactory completion report/certificate/experience certificate duly signed by not less than an officer below the rank of Office Superintendent.
5.	National Electronic Fund Transfer (NEFT Form) for payment in Indian Rupee.	As per Annexure-I
6.	Undertaking Disclosure of Conflict of Interest	As per Annexure-II
7.	Disclosure of Code of Integrity	As per Annexure-III
8.	Bidders declared blacklisted by any Central/ State Government sector/ Public Sector Units/ Autonomous bodies/ Public Sector Banks/ Statutory bodies due to corrupt, fraudulent or any other unethical business practices as on date of bid submission shall not be eligible.	Undertaking signed by the authorized signatory that the Bidder has not been debarred as per Annexure- IV

NEFT MANDATE FORM

To
 The Regional Director Incharge
 Sports Authority of India
 Central Regional Centre,
 Gram Gora, Post Suraj Nagar
 Bhopal (M. P.) -462044

Sub: NEFT PAYMENTS

We refer to the NEFT being set up by SAI. For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

NATIONAL ELECTRONIC FUNDS TRANSFER MANDATAE FORM

Name of City	
Bank Code No.	
Bank 's name	
Branch Address	
Branch Telephone / Fax no.	
Supplier's Account No.	
Type of Account	
IFSC code for NEFT	
IFSC code for RTGS	
Supplier's name as per Account	
Telephone no. of supplier	
Supplier's E-mail ID	

 [Signature with date, name and designation]
 For and on behalf of Messrs _____

[Name & address of the bidder]

Enclosed a copy of Crossed Cheque

(On Bidder's letter head)

DISCLOSURE OF CONFLICT OF INTEREST

It is hereby disclosed that we have not any conflict of interest with others bidders in terms of GFR. If this disclosure is found wrong later on, we are liable for punitive action as per terms of the agreement.

(Authorized Signatory)
Stamp

(On Bidder's letter head)

DISCLOSURE OF CODE OF INTEGRITY

It is hereby disclosed that we _____ shall not act in contravention of the codes as under:-

1. Prohibition of:-

- a) Making offer either directly or indirectly in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
- b) Any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained, or an obligation avoided.
- c) Any collusion bid rigging or anti-competitive behaviour that may impair the transparency, fairness and the progress of the procurement process.
- d) Improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
- e) Any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract, which can affect the decision of the procuring entity directly or indirectly.
- f) Any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
- g) Obstruction of any investigation or auditing of a procurement process.
- h) Making false declaration or providing false information for participation in a tender process or to secure a contract.

- 2. It is also disclosed that no previous transgressions have been made in respect of the provisions of Sub Clause (i) of Rule 175 of GFR with any entity in any country during the last three year or of being debarred by any other procuring entity.

(Authorized Signatory)
Stamp

NON-BLACKLISTING DECLARATION

(On Bidder's letter head)

<Location, Date>

To,

The Regional Director I/c
Sports Authority of India
Udhav Das Mehta (Bhai Ji) Central Regional Centre
Gram Gora, Bishenkheri, Post Suraj Nagar,
Bhopal (Madhya Pradesh) Pin- 462044

Subject: Non-Blacklisting declaration in connection with RFP No: _____ dated XX/XX/2022

Dear Sir,

This is to notify you that our Firm/Company/Organization <provide Name of the Firm/Company/Organization> intends to submit a proposal in response to invitation for RFP No: _____ dated XX/XX/2021 for.

In accordance with the above we declare that:

- a. We are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Sincerely,

[BIDDERS NAME]

Name and title of authorised Signatory:

Signature