



Bid Creation - Services

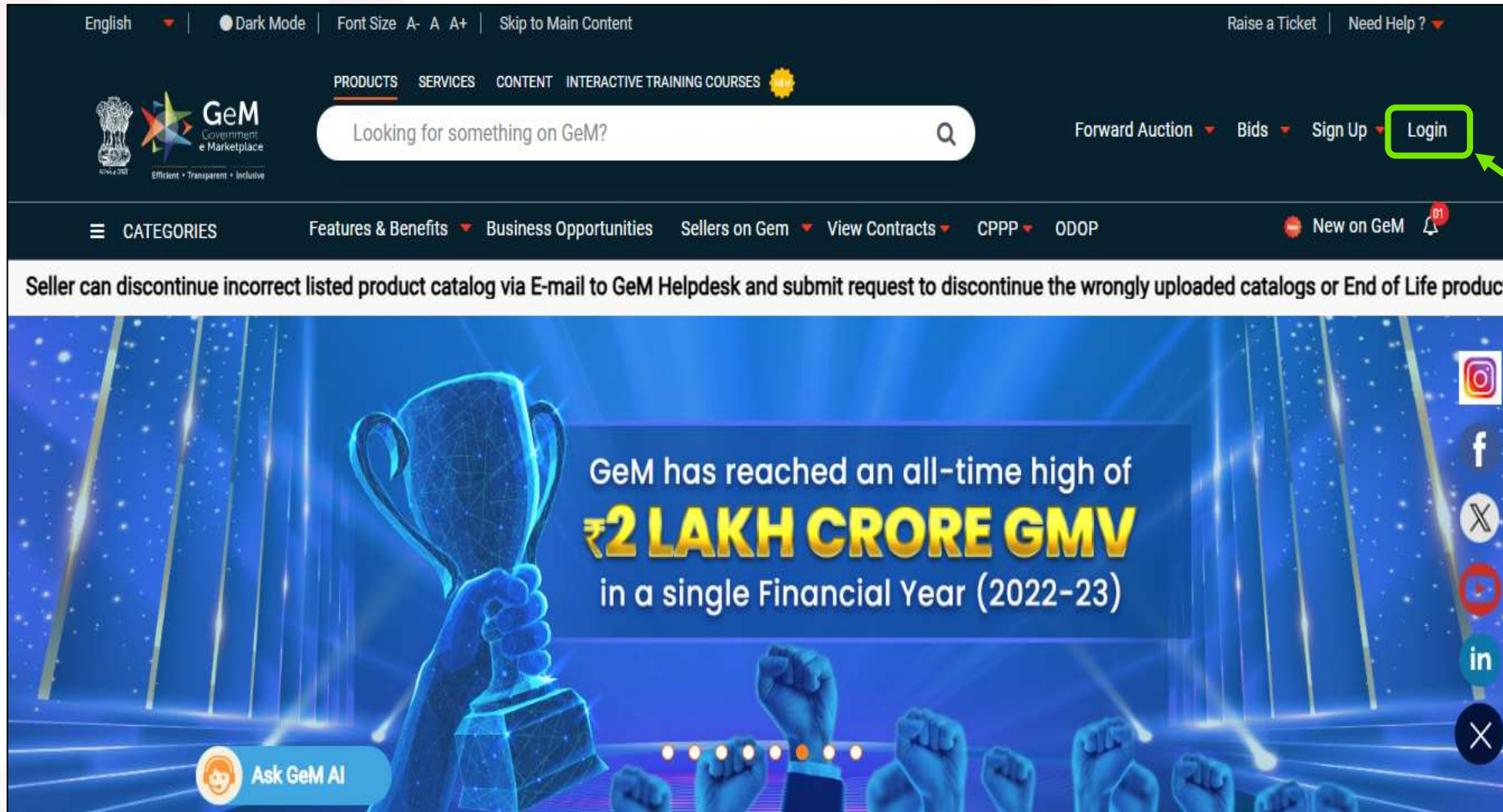


सत्यमेव जयते

Overview

- The e-Bidding module of Government e Marketplace is a tool provided to the buyers for organizing bidding from Government e Marketplace service providers for a pre-defined requirement i.e. quantity, specifications, delivery period etc.
- Sellers meeting the defined attributes then quote prices they are willing to be paid for the requested facility. At the end of the bid, the seller with the lowest price quote wins.
- For purchases above 10 lakhs, it is mandatory for the buyer to either publish a Bid or an RA (Reverse Auction) for their requirement. However, they can choose to utilize online bidding and RA option even for procurements less than Rs 10,00,000.

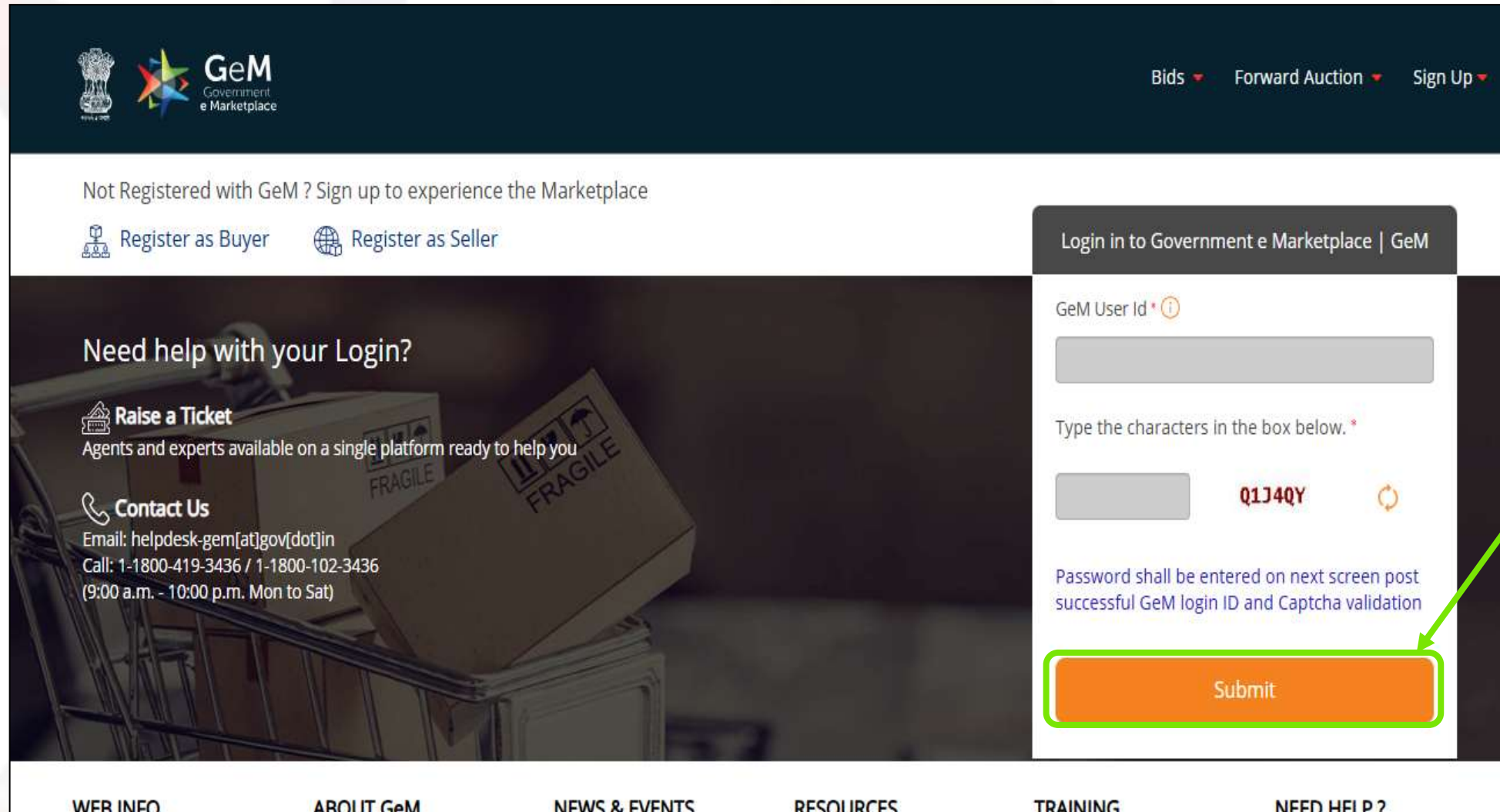
Visit gem.gov.in and click on Login.



The screenshot shows the GeM website homepage. At the top, there are navigation links for 'English', 'Dark Mode', 'Font Size', and 'Skip to Main Content'. The main header features the GeM logo, a search bar with the placeholder text 'Looking for something on GeM?', and navigation links for 'Forward Auction', 'Bids', 'Sign Up', and 'Login'. The 'Login' link is highlighted with a green box and a green arrow pointing to a callout box. Below the header, there are more navigation links including 'Categories', 'Features & Benefits', 'Business Opportunities', 'Sellers on Gem', 'View Contracts', 'CPPP', and 'ODOP'. A banner at the bottom of the header reads: 'Seller can discontinue incorrect listed product catalog via E-mail to GeM Helpdesk and submit request to discontinue the wrongly uploaded catalogs or End of Life product'. The main content area features a large blue banner with a trophy and the text: 'GeM has reached an all-time high of ₹2 LAKH CRORE GMV in a single Financial Year (2022-23)'. Social media icons for Instagram, Facebook, X, YouTube, and LinkedIn are visible on the right side of the banner. An 'Ask GeM AI' button is located at the bottom left of the banner.

Click here to
'Login'.

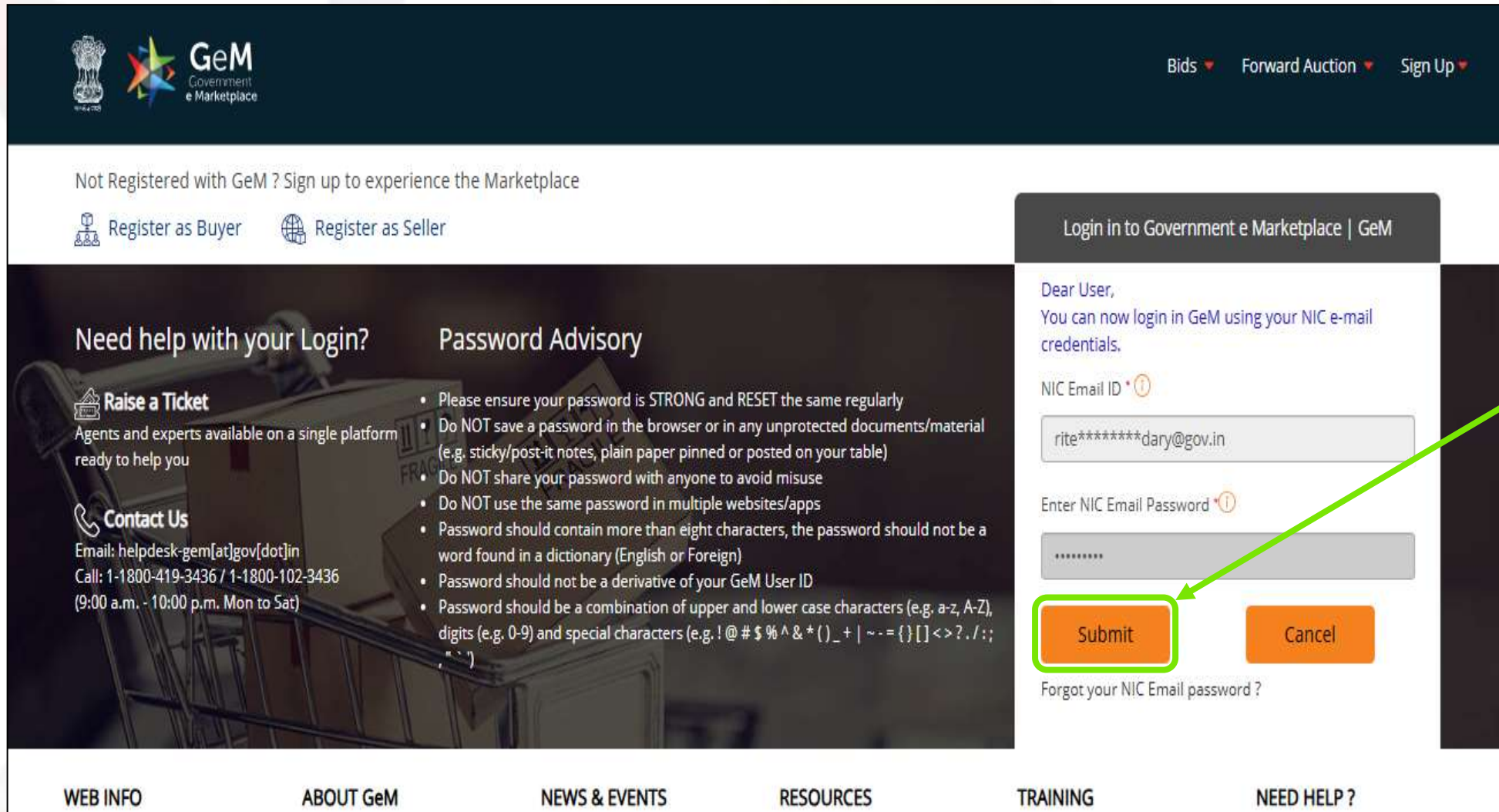
Enter your credentials



The screenshot shows the GeM login interface. At the top left is the GeM logo and the text 'GeM Government e Marketplace'. On the top right, there are navigation links: 'Bids', 'Forward Auction', and 'Sign Up'. Below the header, a message reads 'Not Registered with GeM? Sign up to experience the Marketplace' with buttons for 'Register as Buyer' and 'Register as Seller'. The main content area is titled 'Need help with your Login?' and includes a 'Raise a Ticket' section with the text 'Agents and experts available on a single platform ready to help you' and a 'Contact Us' section with email 'helpdesk-gem[at]gov[dot]in' and phone numbers '1-1800-419-3436 / 1-1800-102-3436 (9:00 a.m. - 10:00 p.m. Mon to Sat)'. On the right side, there is a login form titled 'Login in to Government e Marketplace | GeM'. It contains a 'GeM User Id' input field, a captcha box with the text 'Q1J4QY', and a 'Submit' button. A green arrow points from a blue callout box to the 'Submit' button. The footer contains navigation links: 'WEB INFO', 'ABOUT GeM', 'NEWS & EVENTS', 'RESOURCES', 'TRAINING', and 'NEED HELP?'

Enter User ID,
Captcha text
and click on
Submit

Enter your credentials



Not Registered with GeM ? Sign up to experience the Marketplace

[Register as Buyer](#) [Register as Seller](#)

Need help with your Login?

Raise a Ticket
Agents and experts available on a single platform ready to help you

Contact Us
Email: [helpdesk-gem\[at\]gov\[dot\]in](mailto:helpdesk-gem[at]gov[dot]in)
Call: 1-1800-419-3436 / 1-1800-102-3436
(9:00 a.m. - 10:00 p.m. Mon to Sat)

Password Advisory

- Please ensure your password is **STRONG** and **RESET** the same regularly
- Do **NOT** save a password in the browser or in any unprotected documents/material (e.g. sticky/post-it notes, plain paper pinned or posted on your table)
- Do **NOT** share your password with anyone to avoid misuse
- Do **NOT** use the same password in multiple websites/apps
- Password should contain more than eight characters, the password should not be a word found in a dictionary (English or Foreign)
- Password should not be a derivative of your GeM User ID
- Password should be a combination of upper and lower case characters (e.g. a-z, A-Z), digits (e.g. 0-9) and special characters (e.g. ! @ # \$ % ^ & * () _ + | ~ - = { } [] < > ? . / ; : ' " ')

Login in to Government e Marketplace | GeM

Dear User,
You can now login in GeM using your NIC e-mail credentials.

NIC Email ID * ⓘ

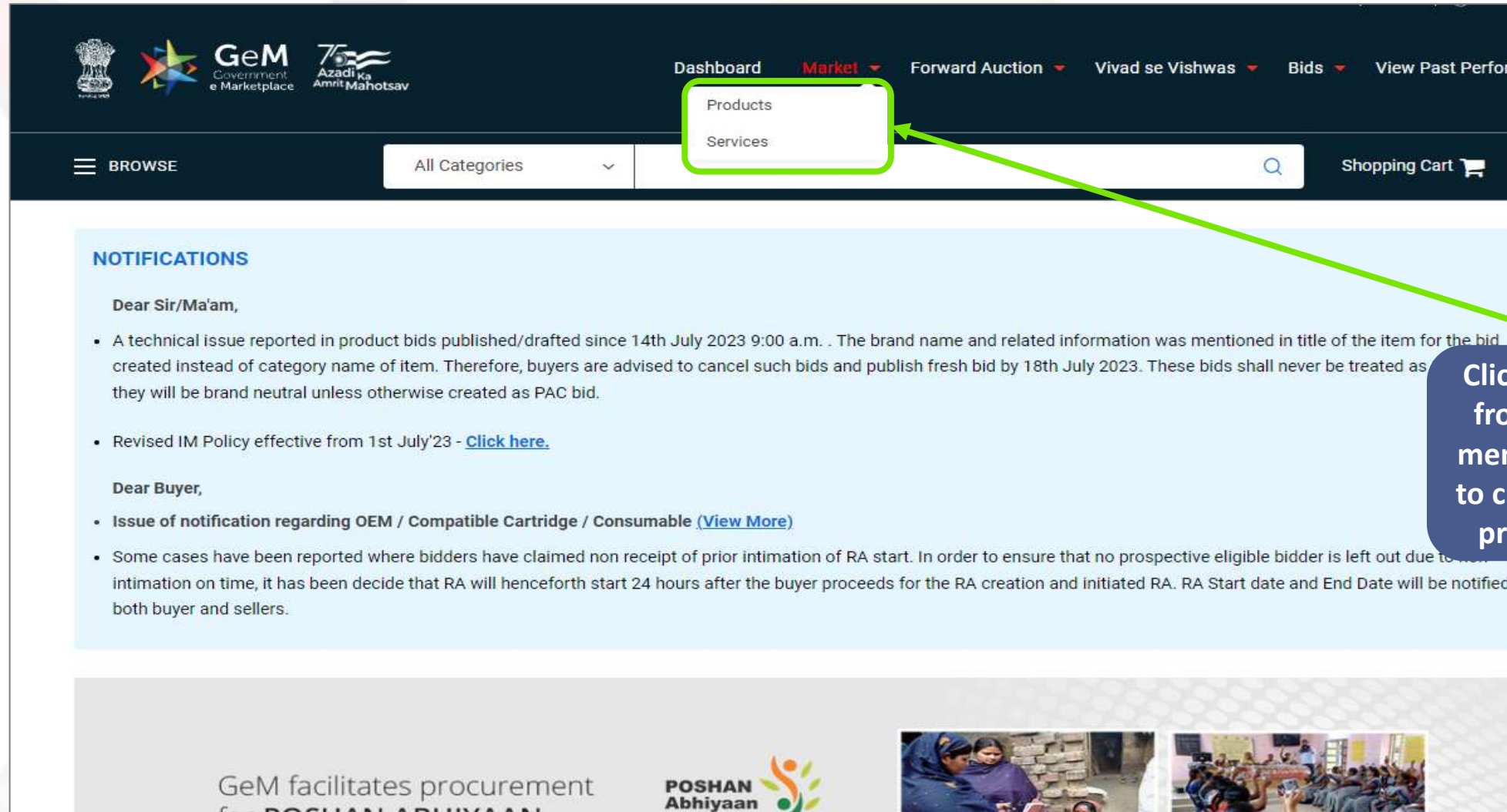
Enter NIC Email Password * ⓘ

[Forgot your NIC Email password ?](#)

WEB INFO ABOUT GeM NEWS & EVENTS RESOURCES TRAINING NEED HELP ?

Enter the password and click on Submit

Click on 'Market' and from the dropdown menu, click on 'Services' to check out the list of services available.



The screenshot shows the GeM website header with navigation links: Dashboard, Market (highlighted in red), Forward Auction, Vivad se Vishwas, Bids, and View Past Performances. A dropdown menu is open under 'Market', showing 'Products' and 'Services' (highlighted with a green box). Below the header is a search bar with 'All Categories' and a 'Shopping Cart' icon. The main content area features a 'NOTIFICATIONS' section with two messages. The first message is addressed to 'Dear Sir/Ma'am' and discusses a technical issue with product bids. The second message is addressed to 'Dear Buyer' and discusses OEM/compatible cartridge notifications and RA start times. At the bottom, there is a banner for 'GeM facilitates procurement for POSHAN ABHIYAAN' with the logo and two images of people.

Dashboard **Market** Forward Auction Vivad se Vishwas Bids View Past Performances

Products
Services

BROWSE All Categories Shopping Cart

NOTIFICATIONS

Dear Sir/Ma'am,

- A technical issue reported in product bids published/drafted since 14th July 2023 9:00 a.m. . The brand name and related information was mentioned in title of the item for the bid created instead of category name of item. Therefore, buyers are advised to cancel such bids and publish fresh bid by 18th July 2023. These bids shall never be treated as they will be brand neutral unless otherwise created as PAC bid.
- Revised IM Policy effective from 1st July'23 - [Click here](#).

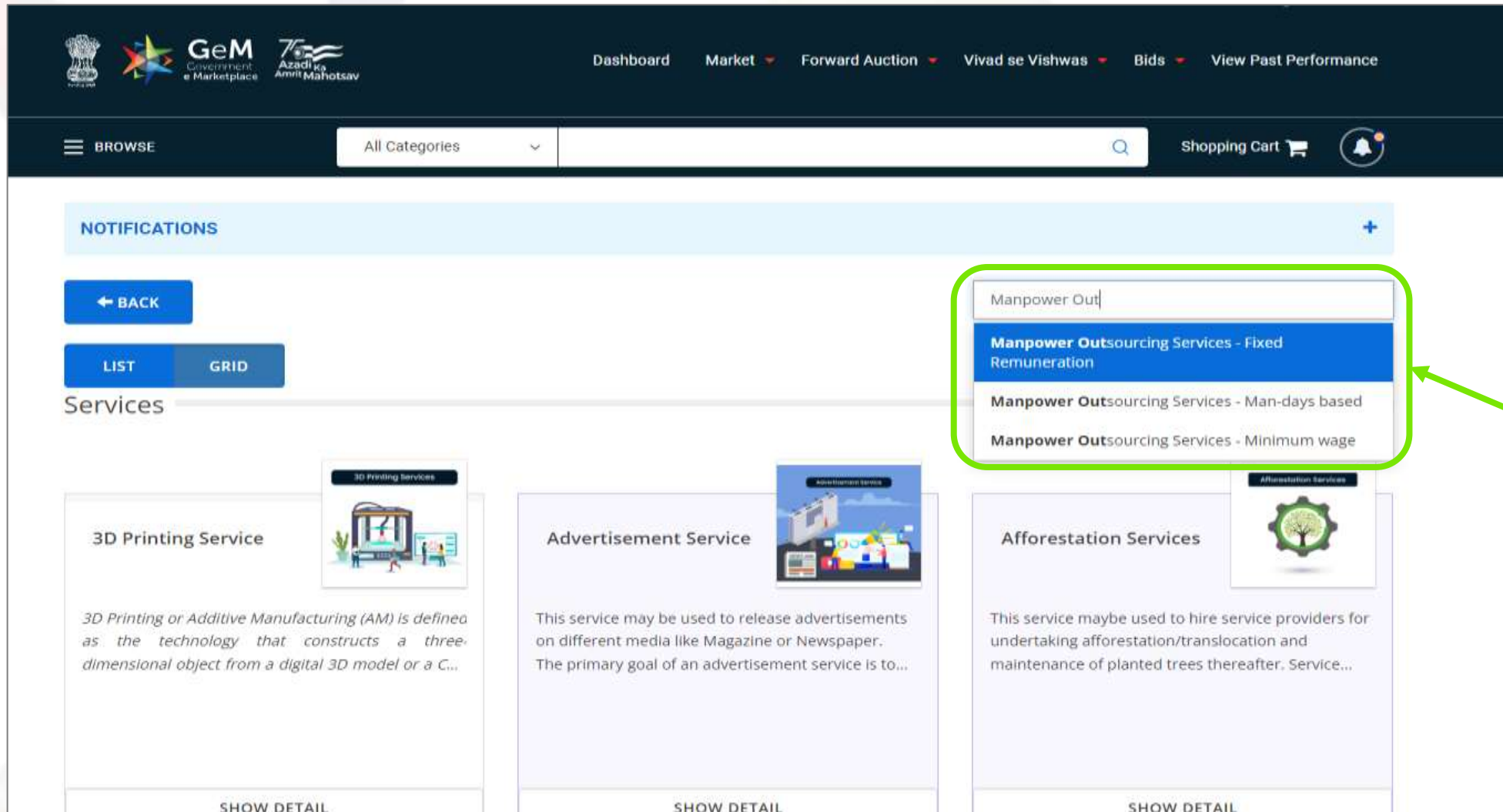
Dear Buyer,

- Issue of notification regarding OEM / Compatible Cartridge / Consumable ([View More](#))
- Some cases have been reported where bidders have claimed non receipt of prior intimation of RA start. In order to ensure that no prospective eligible bidder is left out due to non intimation on time, it has been decide that RA will henceforth start 24 hours after the buyer proceeds for the RA creation and initiated RA. RA Start date and End Date will be notified both buyer and sellers.

GeM facilitates procurement for POSHAN ABHIYAAN

POSHAN Abhiyaan

Click on 'Market' and from the dropdown menu select 'Services' to check out the list of products available.



The screenshot shows the GeM website interface. At the top, there is a navigation bar with the GeM logo, the Government of India emblem, and the text 'GeM Government e Marketplace' and '75 Azadi Ka Amrit Mahotsav'. The navigation menu includes 'Dashboard', 'Market', 'Forward Auction', 'Vivad se Vishwas', 'Bids', and 'View Past Performance'. Below the navigation bar, there is a search bar with 'All Categories' selected, a search icon, and a shopping cart icon. The main content area is titled 'NOTIFICATIONS' and features a '← BACK' button and two view options: 'LIST' and 'GRID'. The 'Services' section is displayed in a grid format. The first service is '3D Printing Service', the second is 'Advertisement Service', and the third is 'Afforestation Services'. A search box is overlaid on the 'Manpower Outsourcing Services' section, showing a dropdown menu with three options: 'Manpower Outsourcing Services - Fixed Remuneration', 'Manpower Outsourcing Services - Man-days based', and 'Manpower Outsourcing Services - Minimum wage'. A green arrow points from a callout box to the first option in the dropdown menu.

Dashboard Market Forward Auction Vivad se Vishwas Bids View Past Performance

BROWSE All Categories Shopping Cart

NOTIFICATIONS

← BACK LIST GRID

Services

3D Printing Services

3D Printing Service

3D Printing or Additive Manufacturing (AM) is defined as the technology that constructs a three-dimensional object from a digital 3D model or a C...

SHOW DETAIL

Advertisement Service

This service may be used to release advertisements on different media like Magazine or Newspaper. The primary goal of an advertisement service is to...

SHOW DETAIL

Afforestation Services

This service maybe used to hire service providers for undertaking afforestation/translocation and maintenance of planted trees thereafter. Service...

SHOW DETAIL

Manpower Out|

Manpower Outsourcing Services - Fixed Remuneration


Manpower Outsourcing Services - Man-days based

Manpower Outsourcing Services - Minimum wage

Search for the service by typing in the keywords here.


Service category- Manpower Outsourcing Services - Minimum Wage has been selected


FILTERS


Intent Of Buying 


BID


SELECT CONSIGNEES


Skill Category 


Type Of Function 


List Of Profiles 

Educational Qualification 

Specialization 

Post Graduation 

Specialization For PG 

Experience 


MANPOWER OUTSOURCING SERVICES - MINIMUM WAGE

Number of Active Service Providers : 25974

[User Manual for Buyer](#)


SERVICE LEVEL AGREEMENT AND PACKAGES


REQUEST FOR UPDATE IN SERVICE **SERVICE DETAILS**

Contract Start Date 

Contract End Date

Number of working days in a month


Tenure/ Duration of Employment (in months) 


Minimum daily wage (INR) exclusive of GST 


Provident Fund (INR per day)


EDLI (INR per day)

ESI (INR per day)

Bonus (INR per day) 


EPF Admin Charge (INR per day) 

Optional Allowances 1 (INR per day) 

Optional Allowances 2 (INR per day) 


Please read through the Service Details and Service Level Agreement document available here before you proceed.


FILTERS


Intent Of Buying  ^


BID


SELECT CONSIGNEES


Skill Category 


Type Of Function 


List Of Profiles 

Educational Qualification 

Specialization 

Post Graduation 

Specialization For PG 

Experience 


MANPOWER OUTSOURCING SERVICES - MINIMUM WAGE

Number of Active Service Providers : 25974


[User Manual for Buyer](#)

SERVICE LEVEL AGREEMENT AND PACKAGES

REQUEST FOR UPDATE IN SERVICE SERVICE DETAILS


Contract Start Date 


Contract End Date

Tenure/ Duration of Employment (In months) 

Provident Fund (INR per day)

ESI (INR per day)

EPF Admin Charge (INR per day) 

Optional Allowances 2 (INR per day) 

OCTOBER 2023

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
39	25	26	27	28	29	30	01
40	02	03	04	05	06	07	08
41	09	10	11	12	13	14	15
42	16	17	18	19	20	21	22
43	23	24	25	26	27	28	29
44	30	31	01	02	03	04	05

TODAY CLEAR CLOSE

Enter the contract start date and end date.

SELECT CONSIGNEES

Skill Category ▾

Type Of Function ▾

List Of Profiles ▾

Educational Qualification ▾

Specialization ▾

Post Graduation ▾

Specialization For PG ▾

Experience ▾

ADMINISTRATIVE

MSE ▾

Startup ▾


Contract Start Date ⓘ yyyy-MM-dd	Contract End Date yyyy-MM-dd
Number of working days in a month	Tenure/ Duration of Employment (in months) ⓘ
Minimum daily wage (INR) exclusive of GST ⓘ	Provident Fund (INR per day)
EDLI (INR per day)	ESI (INR per day)
Bonus (INR per day) ⓘ	EPF Admin Charge (INR per day) ⓘ
Optional Allowances 1 (INR per day) ⓘ	Optional Allowances 2 (INR per day) ⓘ
Optional Allowances 3 (INR per day) ⓘ	
Title For Optional Allowances 1	Title For Optional Allowances 2
Please leave blank if not applicable	Please leave blank if not applicable

Enter all mandatory details.

Under the tab
'Intent of buying',
click on 'Bid'.

Click here to
add your
location and
quantity.

FILTERS

Intent Of Buying  ^

BID

SELECT CONSIGNEES

Skill Category ▾

Type Of Function ▾

List Of Profiles ▾

Educational Qualification ▾

Specialization ▾

Post Graduation ▾

Specialization For DC ▾

MANPOWER OUTSOURCING SERVICES - MINIMUM WAGE

Number of Active Service Providers : 25974


[User Manual for Buyer](#)

Intent of Buying : BID

SERVICE LEVEL AGREEMENT AND PACKAGES


REQUEST FOR UPDATE IN SERVICE


SERVICE DETAILS

Contract Start Date 

Contract End Date

Number of working days in a month


Tenure/ Duration of Employment (in months) 


Minimum daily wage (INR) exclusive of GST 

Provident Fund (INR per day)

EDLI (INR per day)

ESI (INR per day)

Bonus (INR per day) 

EPF Admin Charge (INR per day) 

Select the location
and enter the
number of resources.

NOTIFICATIONS

Home / Manpower Resource Outsourcing Service / Manpower Outsourcing Services - Minimum wage

FILTERS

Intent Of

BID

SELECT

Skill Cate

Type Of F

List Of Profiles

Educational Qualification

Specialization

Delivery Location ×

Please select consignee details and applicable 'Number of Resources to be hired' for the 'Skill Category, Type of Function, List of Profiles' to be selected in the next step.

State	Delivery Location	Number of Resources to be hired
MAHARASHTRA	Bhaskar Chand, Test Designation, Mumb	1

+ Add more

OK

Selected consignee and required Number of Resources to be hired can be updated before add to cart.

Click on 'OK'
to proceed.

From the list of filters, select the skill category, the type of function, list of profile as required.

SELECT CONSIGNEES

Skill Category ^

- Unskilled
- Semi-skilled
- Skilled
- Highly-Skilled

Type Of Function ^

- Admin
- Finance/Accounts
- IT-Technical
- Non-IT Technical
- Healthcare
- Others

List Of Profiles ^

- Administrative Operator or Office Assistant or Executive Assistant
- Data Entry Operator
- Stenographer
- Receptionist Cum Operator
- Personnel Assistant

Contract Start Date ⓘ
2023-10-19

Contract End Date
2023-12-31

Number of working days in a month
20

Tenure/ Duration of Employment (in months) ⓘ
2

Minimum daily wage (INR) exclusive of GST ⓘ
500

Provident Fund (INR per day)
0

EDLI (INR per day)
0

ESI (INR per day)
0

Bonus (INR per day) ⓘ
0

EPF Admin Charge (INR per day) ⓘ
0

Optional Allowances 1 (INR per day) ⓘ
0

Optional Allowances 2 (INR per day) ⓘ
0

Optional Allowances 3 (INR per day) ⓘ
0

Title For Optional Allowances 1
Please leave blank if not applicable

Title For Optional Allowances 2
Please leave blank if not applicable

Title For Optional Allowances 3
Please leave blank if not applicable

Designation

Multi-tasking Staff

SEARCH

Offer with price | Offer without price

Seller	Skill Category	Type Of Function	List Of Profiles	Educational Qualification	Sp	
<p>QC VERIFIED</p> <p>Service Provider</p> <p>★★★★★ 4.5 - 5.0</p> <p>SEE DETAIL</p>	Unskilled	Others	Sweeper	High School	Not	<p>PREVIEW FORMULA</p> <p>ADD TO CART</p> <p>Report This Offer</p>

Educational Qualification

- Not Required
- High School
- Secondary School
- Diploma
- Graduate
- ITI
- Other

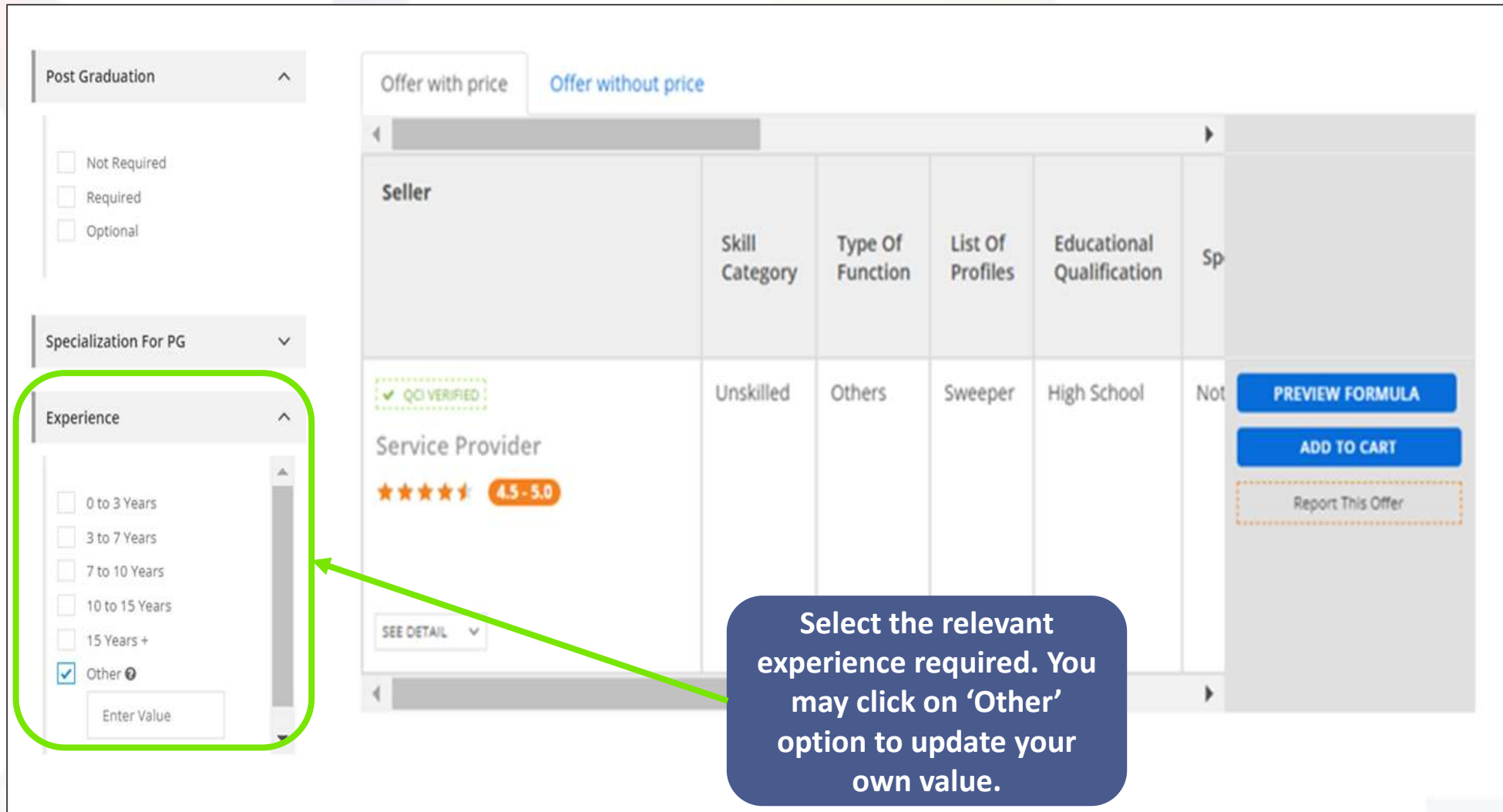
Specialization

- Agriculture
- Development sector
- Social
- Law
- Management(Marketing/Operations/Finance/ General
- Medicine
- Physiotherapy
- Nursing

Post Graduation

- Not Required
- Required
- Optional

Choose the 'Educational Qualification' and the 'Specialization' field for the required personnel.



The screenshot displays the GeM interface for filtering service providers. On the left, a filter menu is open, showing the 'Experience' section with the following options:

- 0 to 3 Years
- 3 to 7 Years
- 7 to 10 Years
- 10 to 15 Years
- 15 Years +
- Other ⓘ

Below the 'Experience' section is an 'Enter Value' input field. A callout box points to the 'Other' option with the text: "Select the relevant experience required. You may click on 'Other' option to update your own value."

The main table shows a list of service providers with the following columns: Seller, Skill Category, Type Of Function, List Of Profiles, Educational Qualification, and Sp. The first row is highlighted and includes a 'QC VERIFIED' badge, a star rating of 4.5-5.0, and buttons for 'PREVIEW FORMULA', 'ADD TO CART', and 'Report This Offer'.

Seller	Skill Category	Type Of Function	List Of Profiles	Educational Qualification	Sp
Service Provider ★★★★★ 4.5 - 5.0	Unskilled	Others	Sweeper	High School	Not

The market will appear on the basis of the filters applied.

Educational Qualification Not Required High School Secondary School Diploma Graduate ITI Other

Specialization

Marketing/Operations/Finance/ General Medicine Physiotherapy Nursing Engineering(Civil/Mech/Elec./IT/Comp Sc./Electronics/E&E/Prod/Chem./Biotech)

Educational Qualification : Not Required X Experience :

SEARCH

Offer with price Offer without price

Seller	Skill Category	Type Of Function	List Of Profiles	Educational Qualification	Sp
Service Provider ★★★★★ 4.5 - 5.0	Unskilled	Admin	Receptionist Cum Operator	Not Required	Not

SEE DETAIL

PREVIEW FORMULA

ADD TO CART

Report This Offer

Click on 'Add to cart' to proceed with the relevant offering.


Item Added to Cart

SEARCH

Offer with price Offer without price

Seller	Skill Category	Type Of Function	List Of Profiles	Educational Qualification	Sp
Service Provider ★★★★★ 4.5 - 5.0 SEE DETAIL	Unskilled	Admin	Receptionist Cum Operator	Not Required	Not

Shopping Cart Intent Of Buying : Bid

 Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator

Number Of Resources To Be Hired: 1

Item Added On 12.10.2023

10 days left

Percentage Of Service Charge Inclusive Of Gst: 3.85

Contract Details:
Duration: 74 Days
Start Date: Thu, 19 Oct 2023
End Date: Sun, 31 Dec 2023

₹ 24,370.00

Subtotal: ₹ 24,370.00


You Can Add More Items Of Laundry Services, Manpower Outsourcing Services - Fixed Remuneration, Manpower Outsourcing Services - Man-Days Based, Security Manpower Service (Version

PROCEED TO CHECKOUT DELETE CART

VIEW ALL CART

Click here to proceed.

Shopping Cart

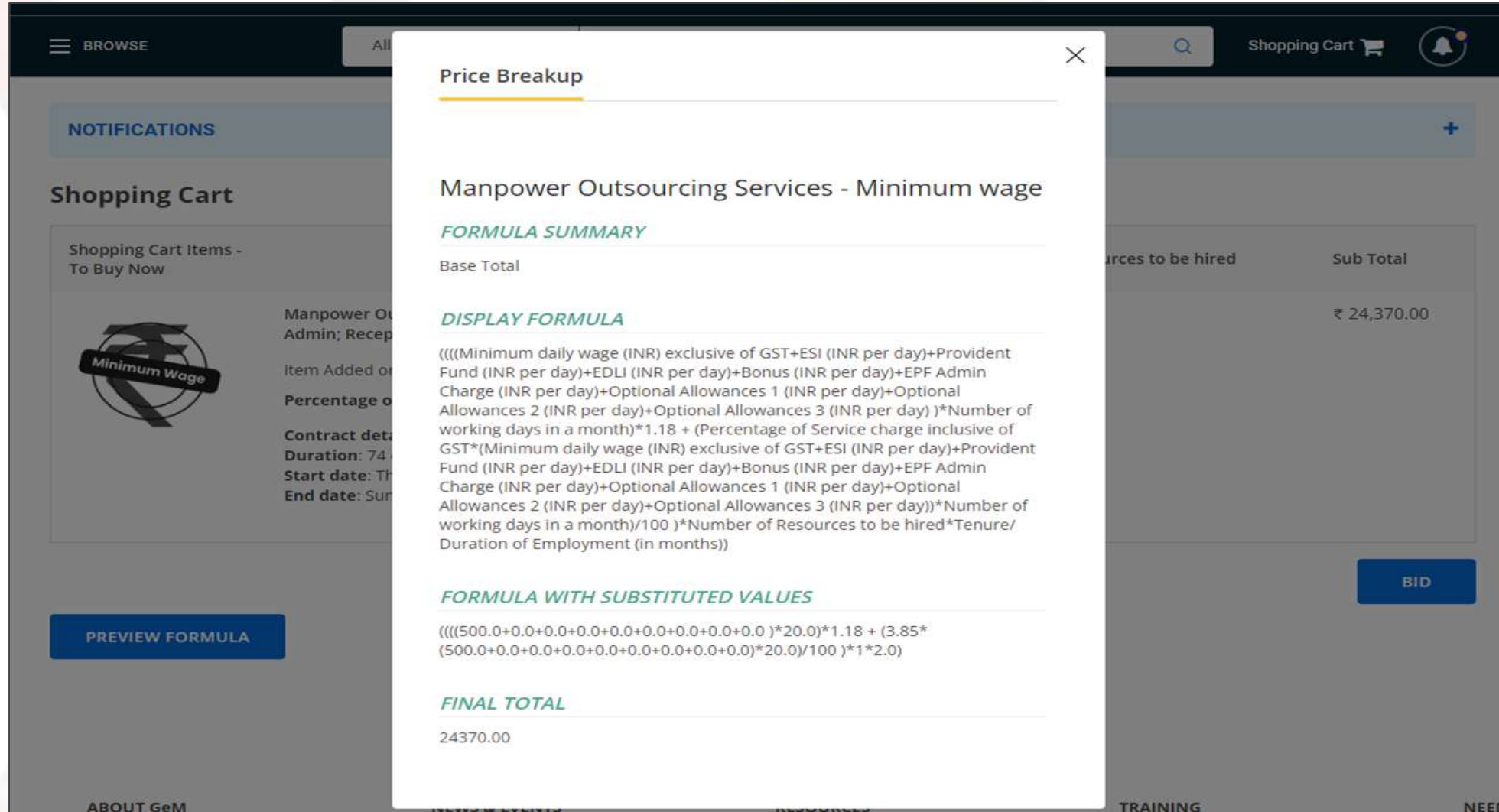
Shopping Cart Items - To Buy Now	Number of Resources to be hired	Sub Total
 <p>Manpower Outsourcing Services - Minimum wage - Unskilled; Admin; Receptionist Cum Operator</p> <p>Item Added on 12.10.2023 10 DAYS LEFT</p> <p>Percentage of service charge inclusive of gst: 3.85</p> <p>Contract details: Duration: 74 days Start date: Thu, 19 Oct 2023 End date: Sun, 31 Dec 2023</p>	1	₹ 24,370.00

BID

PREVIEW FORMULA

Click here to preview
the formula to
calculate Sub Total.

Formula to calculate the Total will be visible on the screen



The screenshot shows a 'Price Breakup' modal window overlaid on a 'Shopping Cart' page. The modal window contains the following information:

Price Breakup

Manpower Outsourcing Services - Minimum wage

FORMULA SUMMARY

Base Total

DISPLAY FORMULA

$$\begin{aligned} & (((\text{Minimum daily wage (INR) exclusive of GST+ESI (INR per day)} + \text{Provident} \\ & \text{Fund (INR per day)} + \text{EDLI (INR per day)} + \text{Bonus (INR per day)} + \text{EPF Admin} \\ & \text{Charge (INR per day)} + \text{Optional Allowances 1 (INR per day)} + \text{Optional} \\ & \text{Allowances 2 (INR per day)} + \text{Optional Allowances 3 (INR per day)}) * \text{Number of} \\ & \text{working days in a month}) * 1.18 + (\text{Percentage of Service charge inclusive of} \\ & \text{GST} * (\text{Minimum daily wage (INR) exclusive of GST+ESI (INR per day)} + \text{Provident} \\ & \text{Fund (INR per day)} + \text{EDLI (INR per day)} + \text{Bonus (INR per day)} + \text{EPF Admin} \\ & \text{Charge (INR per day)} + \text{Optional Allowances 1 (INR per day)} + \text{Optional} \\ & \text{Allowances 2 (INR per day)} + \text{Optional Allowances 3 (INR per day)}) * \text{Number of} \\ & \text{working days in a month}) / 100) * \text{Number of Resources to be hired} * \text{Tenure} / \\ & \text{Duration of Employment (in months)} \end{aligned}$$

FORMULA WITH SUBSTITUTED VALUES

$$\begin{aligned} & (((500.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0) * 20.0) * 1.18 + (3.85 * \\ & (500.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0 + 0.0) * 20.0) / 100) * 1 * 2.0 \end{aligned}$$

FINAL TOTAL

24370.00

The background 'Shopping Cart' page shows a table with the following data:

Resources to be hired	Sub Total
	₹ 24,370.00

Buttons for 'PREVIEW FORMULA' and 'BID' are visible on the page.

Shopping Cart

Shopping Cart Items -
To Buy Now

Number of Resources to be hired

Sub Total



Manpower Outsourcing Services - Minimum wage - Unskilled;
Admin; Receptionist Cum Operator

1

₹ 24,370.00

Item Added on 12.10.2023 10 DAYS LEFT

Percentage of service charge inclusive of gst: 3.85

Contract details:

Duration: 74 days

Start date: Thu, 19 Oct 2023

End date: Sun, 31 Dec 2023

Click here to
create a bid.

BID

PREVIEW FORMULA

Home > Create Bid

Create Bid

Specification

Consignee Details

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Specification

If you are buying an item using a category or custom catalogue but are seeking supply of associated spares / accessories through ATC, you will not be able to get break up of price of such spares / accessories and seller will have to include the cost of such spares and accessories in the item cost - this will lead to charging of GST at the higher rates applicable for main equipment. It is therefore advised not to add any cost components through ATC and include these by using ICT functionality and by adding additional BoQ as part of Bunch with the main equipment so that separate price with separate GST can be reflected in contract.

Item	Category	Quantity	Action
1	Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator	Number of Resources to be hired : 1	VIEW/ADD DETAILS

WEB INFO

Terms of Use
Website Policies
Document Help
Site Map
Web Information Manager

ABOUT GeM

Introduction to GeM
Statistics
Right to Information
Analytics
New on GeM
BRAND GeM

NEWS & EVENTS

Newsroom
Gallery
Notifications
CCM Schedule
Forums

TESTIMONIALS

RESOURCES

GeM Handbook
OM's/Circulars
Terms and Conditions
Policies/Manuals
Miscellaneous
MoUs

TRAINING

LMS
Training Calendar
Training Module
Facilitators
Download GeM Logo

NEED HELP?

FAQs
Video Guides
Raise-a Ticket
Contact Us
Careers

Click on 'View/Add Details' to fetch product specification.

All the specifications can be viewed and edited here

Home > Create Bid

Create Bid

- Specification
- Consignee Details
- Bid Details
- EMD/Performance Security
- Splitting | MSE | MII
- Terms And Conditions
- Verify OTP & Publish

Specification

If you are buying an item using a category or custom catalogue but are seeking supply of associated spares / accessories through ATC, you will not be able to get break up of price of such spares / accessories and seller will have to include the cost of such spares and accessories in the item cost - this will lead to charging of GST at the higher rates applicable for main equipment. It is therefore advised not to add any cost components through ATC and include these by using ICT functionality and by adding additional BoQ as part of Bunch with the main equipment so that separate price with separate GST can be reflected in contract.

Item	Category	Quantity	Action
1	Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator	Number of Resources to be hired : 1	

Specification for Manpower Outsourcing Services - Minimum wage - Unskilled; Admin; Receptionist Cum Operator

Category	Reference Value
Core	
Skill Category	Unskilled
Type of Function	Admin
List of Profiles	Receptionist Cum Operator
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	Not Available
Zipcode	Not Available
District	Not Available

SAVE

You can edit the values of certain fields, if required.

Click here to save and proceed.

Create Bid

Specification

Consignee Details

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Specification

If you are buying an item using a category or custom catalogue but are seeking supply of associated spares / accessories through ATC, you will not be able to get break up of price of such spares / accessories and seller will have to include the cost of such spares and accessories in the item cost - this will lead to charging of GST at the higher rates applicable for main equipment. It is therefore advised not to add any cost components through ATC and include these by using ICT functionality and by adding additional BoQ as part of Bunch with the main equipment so that separate price with separate GST can be reflected in contract.

Item	Category	Quantity	Action
1	Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator	Number of Resources to be hired : 1	EDIT DETAILS

[CONTINUE](#)

Click here to continue.

ABOUT GeM

Introduction to GeM

Statistics

Right to Information

Analytics

New on GeM

BRAND GeM

NEWS & EVENTS

Newsroom

Gallery

Notifications

CCM Schedule

Forums

TESTIMONIALS

RESOURCES

GeM Handbook

OMs/Circulars

Terms and Conditions

Policies/Manuals

Miscellaneous

MoUs

TRAINING

LMS

Training Calendar

Training Module

Facilitators

Download GeM Logo

NEED

FAQs

Video

Raise

Contact

Career

Here, you can view the consignee details and number of resources

Specification ✔

| **Consignee Details**

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Consignee Details

Item	Category	Quantity	Action
1	Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator	Number of Resources to be hired : 1	

S. No.	Consignee	Address	Number of Resources to be hired*	Additional Requirement
1	Bhaskar Chand	6 CGO COMPLEX ND , 400008	<input style="width: 50px;" type="text" value="1"/>	<p>Minimum daily wage (INR) exclusive of GST ⓘ</p> <input style="width: 100%;" type="text" value="500"/> <p>Bonus (INR per day) ⓘ</p> <input style="width: 100%;" type="text" value="0"/> <p>EDLI (INR per day)</p> <input style="width: 100%;" type="text" value="0"/> <p>EPF Admin Charge (INR per day) ⓘ</p> <input style="width: 100%;" type="text" value="0"/> <p>Optional Allowances 1 (INR per day) ⓘ</p> <input style="width: 100%;" type="text" value="0"/> <p>Optional Allowances 2 (INR per day) ⓘ</p> <input style="width: 100%;" type="text" value="0"/> <p>Optional Allowances 3 (INR per day) ⓘ</p> <input style="width: 100%;" type="text" value="0"/> <p>ESI (INR per day)</p> <input style="width: 100%;" type="text" value="0"/> <p>Provident Fund (INR per day)</p> <input style="width: 100%;" type="text" value="0"/> <p>Number of working days in a month</p> <input style="width: 100%;" type="text" value="20"/> <p>Tenure/ Duration of Employment (in months) ⓘ</p> <input style="width: 100%;" type="text" value="2"/>

Home / Consignee Addition

Create Bid

Specification 

Consignee Details

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Consignee Details

Item	Category	Quantity	Action
1	Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator	Number of Resources to be hired : 1	 EDIT DETAILS

CONTINUE

**Click here
to proceed.**

ABOUT GeM

Introduction to GeM

Statistics

Right to Information

Analytics

New on GeM

BRAND GeM

NEWS & EVENTS

Newsroom

Gallery

Notifications

CCM Schedule

Forums

TESTIMONIALS

RESOURCES

GeM Handbook

OM's/Circulars

Terms and Conditions

Policies/Manuals

Miscellaneous

MoUs

TRAINING

LMS



Training Calendar

Training Module

Facilitators

Download GeM Logo

Create Bid

- Specification 
- Consignee Details 
- Bid Details**
- EMD/Performance Security
- Splitting | MSE | MII
- Terms And Conditions
- Verify OTP & Publish

Bid Details

Bid Start Date / Time

Bid Duration (Number Of Days) * 


Bid End Date / Time*
(Select Duration Between 09:00 To 21:00)

Bid Opening Date / Time 

Note : Normal bidding time for bids in GeM is minimum 10 days. However, for Emergency Healthcare related products/services, it has been decided to allow a shorter time for such emergency procurements with the approval of their concerned departments. To ensure healthy participation of the Bidders, Buyers are advised to not to bid for such products and/or services unless they are bidding for the lowest price. To ensure healthy participation of the Bidders, Buyers are advised to not to bid for such products and/or services unless they are bidding for the lowest price. To ensure healthy participation of the Bidders, Buyers are advised to not to bid for such products and/or services unless they are bidding for the lowest price.

Bid Offer Validity (From End Date) * 

30 

Type Of Bid*

Single Packet Two Packet

Do You Want To Take This Bid To RA Post Technical Evaluation? * 

Yes No

Advisory

- Minimum capping set for the service by GeM. If Bid to RA selected & any eligible bidder has quoted minimum price in the RA, buyer will get an option for price match. Run L1 option will be given to the buyers to choose L1 bidder in the RA.
- If Minimum price is reached during Bid process by any bidder, then RA option will not be available.
- Bid to RA option will not be available if buyer has opted for ITC or RCM and GeM has enabled minimum floor price for that service.
- If Min floor price is set by the buyer then Bid to RA option will not be applicable on the bid.

Time To Be Allowed To The Seller For Technical Clarifications During Technical Evaluation *

Please Select 

Bid Estimated Value 

24,370.00 [EDIT](#)

Will Be Defaulted To The Date/Time When Bid Is Published

Select Days

9

10

11

12

13

14

15

Select the bid duration.

Create Bid

- Specification ✓
- Consignee Details ✓
- Bid Details**
- EMD/Performance Security
- Splitting | MSE | MII
- Terms And Conditions
- Verify OTP & Publish

Bid Details

Will Be Defaulted To The Date/Time When Bid Is Published

Bid Start Date / Time

Bid Duration (Number Of Days) * ①

Bid End Date / Time* ①
(Select Duration Between 09:00 To 21:00) 23-10-2023 2:00 PM [EDIT](#)

Bid Opening Date / Time ① 23-10-2023 2:30 PM

Note : Normal bidding time for bids in GeM is minimum 10 days. However, in order to enable expeditious Emergency procurement of critical products/services, Emergency Healthcare related products/services, it has been decided to allow shorter bid time for such emergency procurements only. Buyer can select shorter time for such emergency procurements with the approval of their competent authorities. Buyers are advised to take a reasonable call on the requirement of emergency money deposit (EMD) since prospective bidders may find it difficult to get the EMD issued from the bankers in such short times. To ensure healthy participation of the Bidders, Buyers are advised to notify Bidders offline since the Bid duration is of short time.

Bid Offer Validity (From End Date) * ①

Type Of Bid * ①

Do You Want To Take This Bid To RA Post Technical Evaluation? * ①

Advisory

- Minimum capping set for the service by GeM. If Bid to RA selected & any option will be given to the buyers to choose L1 bidder in the RA.
- If Minimum price is reached during Bid process by any bidder, then RA option will not be available.
- Bid to RA option will not be available if buyer has opted for ITC or RCM.
- If Min floor price is set by the buyer then Bid to RA option will not be applicable.

Time To Be Allowed To The Seller For Technical Clarifications During Technical Evaluation * ①

Bid Estimated Value ①

30

15

20

25

30

35

40

45

50

55

60

65

70

75

80

85

90


95


100

105

110

Bid Offer Validity is the period during which the Service Provider's Offer is valid from the Bid End Date. The Buyer needs to award the Order within the Bid Offer Validity Period.

Specification 

Consignee Details 

Bid Details

EMD/Performance Security

Splitting | MSE | MII


Terms And Conditions

Verify OTP & Publish

Bid Details

Bid Start Date / Time Will Be Defaulted To The Date/Time When Bid Is Published

Bid Duration (Number Of Days) * ⓘ 10

Bid End Date / Time* 23-10-2023 2:00 PM  14:00
(Select Duration Between 09:00 To 21:00)

Bid Opening Date / Time ⓘ 23-10-2023 2:30 PM

Note : Normal bidding time for bids in GeM is minimum 10 days. However, in order to enable expeditious Emergency procurement of critical products/services and/or Emergency Healthcare related products/services, it has been decided to allow shorter bid time for such emergency procurements only. Buyer can select shorter bidding time for such emergency procurements with the approval of their competent authorities. Buyers are advised to take a reasonable call on the requirement of earnest money deposit (EMD) since prospective bidders may find it difficult to get the EMD issued from the bankers in such short times. To ensure healthy participation of the Bidders, Buyers are advised to notify Bidders offline since the Bid duration is of short time.

Bid Offer Validity (From End Date) * ⓘ 30

Type Of Bid* ⓘ Single Packet Two Packet

Do You Want To Take This Bid To RA Post Technical Evaluation? * ⓘ Yes No

Advisory

- Minimum capping set for the service by GeM. If Bid to RA selected & any eligible bidder has quoted minimum price in the RA, buyer will get an option for price match. Run L1 option will be given to the buyers to choose L1 bidder in the RA.
- If Minimum price is reached during Bid process by any bidder, then RA option will not be available.
- Bid to RA option will not be available if buyer has opted for ITC or RCM and GeM has enabled minimum floor price for that service.
- If Min floor price is set by the buyer then Bid to RA option will not be applicable on the bid.

Bid To RA Qualification Rule* Allow 50% bidders to qualify for RA

Bid to RA option is not available if minimum price is set for the Bid (Minimum Wage criteria is defined here).

Please select the response duration for clarifications from the sellers. Buyers can seek clarifications from the sellers during technical evaluation. Sellers would be required to submit their response(s) within the declared time. Clarification can be sought multiple times.

Time To Be Allowed To The Seller For Technical Clarifications During Technical Evaluation *[ⓘ]

Bid Estimated Value [ⓘ]

Do You Want To Display Bid Estimated Value In Bid Document? [ⓘ]

Advisory : The submitted values shall be considered for EMD and Bid Eligibility.

MII Compliance

Is This Procurement Subject To Public Procurement (Preference To MII) Order 2017. *
Note : For selection of contract duration, please consider 1 year as 12 months.

Set Minimum Price For This Bid [ⓘ]

Contract Duration [ⓘ]
Years* Months* Days*

Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

Average Annual Turnover (For 3 Years) (In Lakhs) [ⓘ]

Note: A dropdown menu is open for 'Time To Be Allowed To The Seller For Technical Clarifications During Technical Evaluation', showing options from 2 to 20 days.

Bid Estimated Value is the approximation of the total cost for project completion. For Price on Demand services, it is mandatory for the buyer to provide the estimated value for EMD and Eligibility criteria consideration

Time To Be Allowed To The Seller For Technical Clarifications During Technical Evaluation *

Bid Estimated Value [EDIT](#)

Do You Want To Display Bid Estimated Value In Bid Document? Yes No

Advisory : The submitted values shall be considered for EMD and Bid eligibility criteria as published in the Bid document.

MII Compliance

Is This Procurement Subject To Public Procurement (Preference To MII) Order 2017. * Yes No

Note : For selection of contract duration, please consider 1 year as 365 days and 1 month as 30 days.

Set Minimum Price For This Bid Yes No

Contract Duration

Years* Months* Days*

Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

You can edit the Bid Estimated Value from here. The new value entered will override the existing bid estimated value and will be considered for the EMD and eligibility criteria.

Choose 'Yes' if you want to display the Bid Estimated value in the Bid Document.

MII Compliance

Is This Procurement Subject To Public Procurement (Preference To MII) Order 2017. * Yes No

Note : For selection of contract duration, please consider 1 year as 365 days and 1 month as 30 days.

Set Minimum Price For This Bid Yes No

Contract Duration

Years* Months* Days*

Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

Average Annual Turnover (For 3 Years) (In Lakhs)

Years Of Past Experience Required For Same/Similar Product/Service

Past Experience Of Similar Services Yes No

Advisory : If a document is required from the seller and no selection has been made for the number of pages and size then the system will consider the appropriate size and number of pages as 10 MB and 100 pages by default, respectively.

Document Required From Seller Yes No

Select 'Yes' option to set minimum price for the Bid.

Please select the total contract duration.

qualification.

tails

ance Security

E | MII

nditions

Publish

Set Minimum Price for this bid

Advisory :if Floor price is greater than Bid estimated value, Total floor price will be considered for EMD and eligibility criteria. Buyer can also modify an estimated value by editing 'Bid estimated value' in bid detail section.

Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator (1)

Minimum Price For Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Receptionist Cum Operator (Percentage Of Service Charge Inclusive Of GST)

SAVE Close

Contract Duration ⓘ

Years* 0 Months* 2 Days* 14

Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

Average Annual Turnover (For 3 Years) (In Lakhs) ⓘ

Mention the per unit minimum price here.

Click here to save and proceed.

You can edit the set minimum price from here.

Click here to view the estimated minimum price.

MII Compliance

Is This Procurement Subject To Public Procurement (Preference To MII) Order 2017. * Yes No

Note : For selection of contract duration, please consider 1 year as 365 days and 1 month as 30 days.

Set Minimum Price For This Bid ⓘ Yes No [✎ Edit](#)

[Show Estimation Minimum Price](#)

Contract Duration ⓘ

Years* Months* Days*

Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

Average Annual Turnover (For 3 Years) (In Lakhs) ⓘ

Years Of Past Experience Required For Same/Similar Product/Service ⓘ

Past Experience Of Similar Services ⓘ Yes No

Advisory : If a document is required from the seller and no selection has been made for the number of pages and size then the system will consider the appropriate size and number of pages as 10 MB and 100 pages by default, respectively.

Sample of Estimation of Minimum Price.

qualification.

Specification ✓

Consignee Details ✓

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Minimum Price Bid Detail

Manpower Outsourcing Services - Minimum wage - Unskilled; Admin; Receptionist Cum Operator

Consignee(s)	Quantity	Percentage of Service charge Inclusive of GST	Minimum daily wage (INR) exclusive of GST	Bonus (INR per day)	EDLI (INR per day)	EPF Admin Charge (INR per day)	Optional Allowances 1 (INR per day)	Optional Allowances 2 (INR per day)	Optional Allowances 3 (INR per day)	ESI (INR per day)
Con 1	1	3.85	500	0	0	0	0	0	0	0

Total Price: 24,370.00 (INR)


Close


Years* 0 Months* 2 Days* 14

Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

Average Annual Turnover (For 3 Years) (In Lakhs) 0

Click here to Proceed.

Specification 

Consignee Details 

Bid Details


EMD/Performance Security



Splitting | MSE | MII


Terms And Conditions

Verify OTP & Publish


Eligibility Criterion (To be verified by the buyer at the time of technical evaluation)

Average Annual Turnover (For 3 Years) (In Lakhs) 

Years Of Past Experience Required For Same/Similar Product/Service  

Past Experience Of Similar Services  Yes No


Minimum Number Of Bids Required To Disable Automatic Bid Extension*


Number Of Days For Which Bid Would Be Auto-Extended* 


Number Of Auto Extension Count*

Advisory : If a document is required from the seller and no selection has been made for the number of pages and size then the system will consider the appropriate size and number of pages as 10 MB and 100 pages by default, respectively.

Document Required From Seller Yes No

Do You Want To Give Exemption To Verified MSE?  Yes No

Do You Want To Give Exemption To Verified Startups?  Yes No

Do You Want To Restrict Participation To CPSE/DPSU Seller Only? *  Yes No

Specify the eligibility criterion, if required and auto bid extension details.

Excel Upload Required ⓘ

 Yes No


Advisory: Please note, if above mentioned "Excel Upload" is for financial price breakup then "whether financial document indicating price breakup required" should be selected as YES.

Whether Financial Document Indicating Price Break Up Required. ⓘ

 Yes No

Select 'Yes' to enable Seller to upload a PDF as part of the Financial document. Seller to upload prices of spares/consumables as PDF. Refer to the tool tip for more details. Applicable for specific categories only.

The job description and Scope of Work document needs to be uploaded here. Also, you may choose to request for additional data/documents from the listed options.

Consignee Details 

Bid Details


EMD/Performance Security


Splitting | MSE | MII


Terms And Conditions


Verify OTP & Publish


Additional Qualification/Data Required

Scope Of Work & Job Description* 

The Bidder Should Have Executed At Least X No. Projects With Contract Value Not Less Than (Rs) Yy For Each Contract Of Providing Manpower Services To Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies In Last N Financial Years 

The Bidder Should Have Executed At Least X No. Projects With Supply Of Xx.No. Of Manpower In Each Contract Of Providing Manpower Services To Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies In Last N Financial Years 

Geographic Presence: Office Registration Certificate 

In Case, The Buyer Wants To Retain Some Of The Existing Resources Then Buyer Is Needed To Upload The List Of Resources Along With The Quantity Of Each Type Or Resource To Be Continued By The Successful Bidder/Service Provider Under The New Contract As Per The T&C Of New Contract Concluded On The Basis Of This Bid Along With Approval Of Competent Authority. 

[Upload File](#) (10MB PDF Format Only)

(Max 200 Characters)

(Max 250 Characters)

(Max 200 Characters)

[Upload File](#) (10MB PDF Format Only)

The Bidder Should Have Executed At Least X No. Projects With Supply Of Xx..No. Of Manpower In Each Contract Of Providing Manpower Services To Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies In Last N Financial Years ⓘ

(Max 250 Characters)

Geographic Presence: Office Registration Certificate ⓘ

(Max 200 Characters)

Please upload the list of resources along with quantity for each type to be continued by the successful bidder under the new contract, if any. Also upload Gazette notification for the Breakup of ESI/EPF/ELDI etc. if required.

In Case, The Buyer Wants To Retain Some Of The Existing Resources Then Buyer Is Needed To Upload The List Of Resources Along With The Quantity Of Each Type Or Resource To Be Continued By The Successful Bidder/Service Provider Under The New Contract As Per The T&C Of New Contract Concluded On The Basis Of This Bid Along With Approval Of Competent Authority. ⓘ

[Upload File](#) (10MB PDF Format Only)

Buyer To Upload Gazette Notification For The Breakup Of ESI/EPF/ELDI Etc If Required



[Upload File](#) (10MB PDF Format Only)



Buyer to upload Undertaking that Minimum wages Indicated by him are as per Applicable Minimum Wages Act.

Buyer To Upload Undertaking That Minimum Wages Indicated By Him During Bid Creation Are As Per Applicable Minimum Wages Act* ⓘ

[Upload File](#) (10MB PDF Format Only)

Read through
the advisory.

Specification  

Consignee Details  

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Quality And Cost Based Selection (QCBS) [Know More](#)

Advisory : In terms of clause 9.17.6 of Manual of Procurement of Consultancy and other services dated June 2022, QCBS as a method of procurement has been permitted for non consulting services also subject to the approval of the Competent Authority.

The Competent Authority to approve QCBS as a method of procurement for non consulting services is as under :


(i) For Non-consulting Services not exceeding Rs.10 crore in value:

- a) The officer or authority two levels above the officer/ authority competent to finalize the particular procurement, or the Secretary of the Ministry/Department whichever is lower.
- b) Where the procuring entity is a CPSE, the authority or officer two levels above the officer competent to finalize the particular procurement, or the Board of Directors of the CPSE whichever is lower.

(ii) For Non-consulting Services exceeding Rs.10 crore in value:


- a) The Secretary of the Ministry/ Department, to which the procuring entity belongs
- b) Where the procuring entity is a CPSE, the Board of Directors of the CPSE.

[DOE Guidelines - No. F.1/1/2021-PPD - 29th Oct'21](#)

Quality And Cost Based Selection (QCBS) Required?  Yes No

Least Cost Method Based Evaluation (LCS) [Know More](#)

[User manual](#)

Least Cost Method Based Evaluation Required?  Yes No

Choose 'yes' for QCBS evaluation, if required. Click on 'Know More' for details.

Define Technical Qualification parameters, their weightage, set cutoff for each parameter(if required). Also, upload qualification scoring methodology document and choose if seller needs to upload supporting document. In addition, please define the total minimum passing marks required, the Technical: Financial Weightage and Select if Interview Interaction and Presentation be required as part of the selection process.

Specification

Consignee Details

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Quality And Cost Based Selection (QCBS) Required? Yes No

Technical Qualification Parameters (Eg : Understanding of the Business Domain, Proposed Methodology / Approach etc.)	Max Marks (Sum of Marks should be 100)	Set Cutoff Marks (Minimum marks required for seller to qualify)	Upload (Upload Qualification Methodology Document)	Document From Seller
<input type="text"/>	<input type="text"/>	<input type="text"/>	Upload File (10MB PDF Format Only)	<input type="checkbox"/> Upload Required From Seller

Total Minimum Passing Marks *

Technical : Financial Weightage*

(Technical & Financial Weightage will determine the Final QCBS score.)

Advisory : The maximum weightage for technical parameters is set as 30 for this bid.

Please Upload Competent Authority Approval For Choosing QCBS As A Method Of Procurement *

[Upload File](#) (Max Size: 10MB, Type: PDF)





Name Of Competent Authority

Designation Of Competent Authority

Office / Department / Division Of Competent Authority

Enter QCBS parameter

Click on 'Add New' to define additional technical parameters.


- Specification  
- Consignee Details  
- Bid Details**
- EMD/Performance Security
- Splitting | MSE | MII
- Terms And Conditions
- Verify OTP & Publish


Please Upload Competent Authority Approval For Choosing QCBS As A Method Of Procurement *

 [Upload File](#) (Max Size: 10MB, Type: PDF)

Name Of Competent Authority  *

Designation Of Competent Authority  *

Office / Department / Division Of Competent Authority  *

CA Approval Number  *

Competent Authority Approval Date  *

Brief Description Of The Approval Granted By Competent Authority  *

Is Interview Interaction Required?

 Yes No



Is Presentation Required?



 Yes No

Least Cost Method Based Evaluation (LCS)

[Know More](#)

Please Upload CA approval and details for QCBS bid.

Specification  

Consignee Details  

Bid Details

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

Quality And Cost Based Selection (QCBS) [Know More](#)

Advisory : In terms of clause 9.17.6 of Manual of Procurement of Consultancy and other services dated June 2022, QCBS as a method of procurement has been permitted for non consulting services also subject to the approval of the Competent Authority.

The Competent Authority to approve QCBS as a method of procurement for non consulting services is as under :

(i) For Non-consulting Services not exceeding Rs.10 crore in value:

- a) The officer or authority two levels above the officer/ authority competent to finalize the particular procurement, or the Secretary of the Ministry/Department whichever is lower.
- b) Where the procuring entity is a CPSE, the authority or officer two levels above the officer competent to finalize the particular procurement, or the Board of Directors of the CPSE whichever is lower.

(ii) For Non-consulting Services exceeding Rs.10 crore in value:

- a) The Secretary of the Ministry/ Department, to which the procuring entity belongs
- b) Where the procuring entity is a CPSE, the Board of Directors of the CPSE.

[DOE Guidelines - No. F.1/1/2021-PPD - 29th Oct'21](#)

Quality And Cost Based Selection (QCBS) Required? Yes No

Least Cost Method Based Evaluation (LCS) [Know More](#)

[User manual](#)

Least Cost Method Based Evaluation Required? Yes No

Choose 'Yes' for LCS evaluation, if required. Click on 'Know More' for details.

Define quality parameters, their weightage, set cutoff for each parameter(if required). Also, upload qualification scoring methodology document and choose if seller needs to upload supporting document. In addition, please define the total minimum passing marks required in technical evaluation for seller to be eligible for financial evaluation.

Least Cost Method Based Evaluation (LCS) [Know More](#)

[User manual](#)

Least Cost Method Based Evaluation Required? Yes No

Technical Qualification Parameters <small>(Eg : Understanding of the Business Domain, Proposed Methodology / Approach etc.)</small>	Max Marks <small>(Sum of Marks should be 100)</small>	Set Cutoff Marks <small>(Minimum marks required for seller to qualify)</small>	Upload Qualification Methodology Document	Document From Seller
<input type="text"/>	<input type="text"/>	<input type="text"/>	Upload File <small>(10MB PDF Format Only)</small>	<input checked="" type="checkbox"/> Upload required from seller

Please Specify Total Minimum Passing Technical Marks *

Pre-Bid Details

Is Pre-Bid Interaction Required? Yes No

For encrypting and decrypting this Bid, we use secure key pairs linked to your account.
Your profile does not have a key pair associated with it. Please click on Generate Key link below to generate the key pair and associate it to your account.

[GENERATE KEY](#)

Click on 'Add New' to define additional technical parameters.

Select 'Yes' to opt for Pre-Bid Interaction and provide venue details and timings.

Pre-Bid Details

Is Pre-Bid Interaction Required? Yes No

Pre-Bid Interaction Date* 13-10-2023 13:00


Pre-Bid Venue Details* Test


For encrypting and decrypting this Bid, we use secure key pairs linked to your account.
Your profile does not have a key pair associated with it. Please click on Generate Key link below to generate the key pair and associate it to your account.


This is certified that for expeditious Emergency procurement of critical products/services and/or Emergency Healthcare related products/services, it has been decided to allow bidding time shorter than the normal minimum of 10 days. I hereby undertake that I have taken approval of Competent Authority for the same.

Click here to continue. **SAVE**

You can choose to request for EMD for order value greater than 5 Lakhs, though not mandatory.

Specification 

Consignee Details 

Bid Details 

EMD/Performance Security

Splitting | MSE | MII

Terms And Conditions

Verify OTP & Publish

EMD/Performance Security (ePBG) Details

Reference Price (In INR): 1,771,200.00/-

EMD

EMD Required Yes No

- EMD is allowed only for Bid Value greater than 5 Lakh (s).
- The role of Advisory Bank is to verify the SFMS of the EMD and ePBG during bid verification of the seller. So, you are advised to select any bank and seller may chose any bank account for ePBG and EMD.
- Department of Expenditure has issued instructions not to insist on EMD. GeM Has enabled taking Bid Securing Declaration as per DoE OM. Please ensure compliance of DoE OM 12.11.2020 [\(View Order\)](#)
- The EMD Amount will be applicable for each schedule/group selected during Bid creation.

Performance Security (ePBG)

Whether Performance Security (EPBG) Is Required? Yes No

- Buyers are advised to seek performance security in bids with an estimated value exceeding the amount prescribed by the Department of Expenditure. Seeking performance security in lower-value bids may increase procurement costs. Kindly seek performance security judiciously.
- The role of Advisory Bank is to verify the SFMS of the EMD and ePBG during bid verification of the seller. So, you are advised to select any bank and seller may chose any bank account for ePBG and EMD.
- Department of Expenditure has issued instructions to keep reduced Performance Security @3%. Please ensure compliance of DoE OM 12.11.2020 [\(View Order\)](#)

SAVE

EMD/Performance Security (ePBG) Details

Reference Price (In INR): 5,000,000.00/-

EMD

EMD Required

Yes

No

If EMD is required, select 'Yes'.

1. EMD is allowed only for Bid Value greater than 5 Lakh (s).
2. The role of Advisory Bank is to verify the SFMS of the EMD and ePBG during bid verification of the seller. So, you are advised to select any bank and seller may chose any bank account for ePBG and EMD.
3. Department of Expenditure has issued instructions not to insist on EMD. GeM Has enabled taking Bid Securing Declaration as per DoE OM. Please ensure compliance of DoE OM 12.11.2020 ([View Order](#))
4. The EMD Amount will be applicable for each schedule/group selected during Bid creation.

EMD Details

Advisory Bank*

Select Bank



EMD Amount (In INR)*

EMD Amount

Select the Advisory Bank and fill in the EMD Amount.

Performance Security (ePBG)

Whether Performance Security (EPBG) Is Required?

Yes

No

Performance Security (ePBG)

Whether Performance Security (EPBG) Is Required?

Yes

No

1. Buyers are advised to seek performance security in bids with an estimated value exceeding the amount prescribed by the Department of Expenditure. Seeking performance security in lower-value bids may increase procurement costs. Kindly seek performance security judiciously.
2. The role of Advisory Bank is to verify the SFMS of the EMD and ePBG during bid verification of the seller. So, you are advised to select any bank and seller may chose any bank account for ePBG and EMD.
3. Department of Expenditure has issued instructions to keep reduced Performance Security @3%. Please ensure compliance of DoE OM 12.11.2020 ([View Order](#)).

ePBG Details

Advisory Bank*

Select Bank

Percentage(%) Of Performance Security * ⓘ

3

Duration Of Performance Security (Month)* ⓘ

Select Months

The ePBG will be applicable for the duration of 2 months after the completion of the Warranty period. In case there is no warranty applicable for the selected items, then duration applies from the date of delivery.

Beneficiary Details

In Favor Of *

In favor of

Designation *

Designation

Address *

Address

Do You Want To Use NeSL For BG Verification?







Yes

No

SAVE

If ePBG is required, select 'Yes'.

EMD/EPBG: Integration with NeSL (National E-Governance Services Limited)

Specification  	Do You Want To Use NeSL For BG Verification? <input checked="" type="radio"/> Yes <input type="radio"/> No
Consignee Details  	UIN Number (Issued By NeSL) NCTGC2415P
Bid Details  	<input type="checkbox"/> I/We, hereby authorize GeM and give our consent to receive, exchange, share, disseminate or part with any and / or all information relating to e-BG submitted by the Seller / Service Provider in our favour, through NeSL portal and I/ We shall not hold GeM liable for receiving / sharing / exchanging / disseminating of any such information as stated above. I/We further authorize GeM to initiate requests pertaining to e-BGs on our behalf through NeSL portal and shall not hold GeM liable for initiation of such requests.
EMD/Performance Security	<p>For the electronic bank guarantee (eBG), GeM has integrated with NeSL and has obtained a unique identifier (UIN) for the GeM portal as a logical entity. This integration enables GeM to receive eBG information (both data and documents) issued by banks with this UIN through NeSL. GeM will further disseminate this information to the relevant registered buyer/seller operating on the GeM portal.</p>
Splitting MSE MII	SAVE
Terms And Conditions	
Verify OTP & Publish	

Click on 'Yes' to Use NesL for BG Verification

Click on 'Save' to proceed.

- Buyers will have the option to choose a UIN number at the time of bid creation if they want their Bank Guarantee (BG) to be verified and downloaded from the NeSL system.
- Static UIN number will be shown to buyer which will be issued by NeSL for GeM portal.
- GeM Portal UIN number will be displayed in Bid document under Advisory details (EMD/ePBG section).

Splitting | MSE | MII

Buyer Type : Central Buyer

Do You Want To Include The Arbitration Clause In Bid Document?
(As Per DoE OM No.F.1/2/2024-PPD Dated 03.06.2024 Arbitration Should Not Be Routinely Included In Contracts)

Yes No

Do You Want Incorporate Clause For Negotiated Amicable Settlements For Resolution Of Disputes Under The Mediation Act, 2023 In Bid Document?
(As Per DoE OM No.F.1/2/2024-PPD Dated 03.06.2024 Mediation Clause Should Not Be Routinely Included In Contracts And Pre-Litigation Mediation Can Be Taken Up Without Any Such Clause Also)

Yes No

Do you want to provide Purchase Preference to MSE?

Yes No

Purchase preference to MSE available upto price within L1+ X% [⌵]

15

Maximum Percentage of Bid quantity for MSE Purchase preference

100

- 1) Buyer will be required to validate all sellers claiming to be eligible for MSE and MII purchase preference during technical evaluation and confirm the eligibility based on self declared status by catalogue owner and supporting documents uploaded by the sellers during participation.
- 2) Buyer will be required to invite qualified sellers to match the L1 price post financial Bid opening and would be able to award orders to any sellers accepting the price match as per the purchase preference policy applicable for the buyer.
- 3) The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023 OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.
- 4) 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.

SAVE

Buyer may select yes or no as per requirement, for arbitration clause and Negotiated amicable settlements.

Select 'Yes' to give purchase preference to MSE. In case of Price match, the order will be given to an MSE.

Do you want to provide Purchase Preference to MSE? Yes No

Upload CA approval for exemption from MSE compliance *
(PDF / Max Size: 5 MB)? [Upload File](#)
This approval will be shown as part of the Bid Document in public domain

Enter Details of the Competent Authority for granting exemption for MSE OEM Purchase Preference

Name of Competent Authority * ⓘ

Designation of Competent Authority * ⓘ

Office / Department / Division of Competent Authority * ⓘ

CA Approval Number * ⓘ

Competent Authority Approval Date * ⓘ

Brief Description of the Approval Granted by Competent Authority * ⓘ

1) The buyer should carefully specify the maximum percentage for MSE and MII purchase preference. Buyer may specify the values as per the policy applicable to them and may specify 100% in case they want to provide 100% purchase preference to MSE/II for non-splittable quantities.
2) Buyer will be required to validate all sellers claiming to be eligible for MSE and MII purchase preference during technical evaluation and confirm the eligibility based on self declared status by catalogue owner and supporting documents uploaded by the sellers during participation.
3) Buyer will be required to invite qualified sellers to match the L1 price post financial Bid opening and would be able to award orders to any sellers accepting the price match as per the purchase preference policy applicable for the buyer. Buyer would be required to specify the quantity that they would wish to award to the seller as well during the price match request. All the remaining quantity for which price match request is not accepted may be awarded to the L1 sellers.
4) The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023 [OM_No.1_4_2021_PPD_dated_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

SAVE

Please upload Competent Authority Approval for exemption from MSE Compliance. Also, enter the details of the Competent Authority below as requested.

You can select additional Terms & Conditions from the listed ones as per your requirement.

Create Bid

- Specification ✓
- Consignee Details ✓
- Bid Details ✓
- EMD/Performance Security ✓
- Splitting | MSE | MII ✓
- Terms And Conditions**
- Verify OTP & Publish

Terms and Conditions

Additional Terms and Conditions (+ Click on the appropriate Group below to add the ATC specific to that Group)

Generic	Scope of Supply	Turnover
OEM	Purchase Preference (Centre)	Service & Support
Inspection	Certificates	Warranty
Payment	All	Purchase Preference (State)
Sample Clause	Buyback for Non PFMS / Non GPA	Past Project Experience
Forms of EMD and PBG	Human Resource Service	Ration Item ATCs
Financial Criteria	Buyer Added Bid Specific ATC	Buyer Added Bid Specific SLA
Buyer Added Bid Specific Scope Of Work(SOW)	Vehicle Hiring(MoD)	

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

Submit

Terms and Conditions

Additional Terms and Conditions (* Click on the appropriate Group below to add the ATC specific to that Group)

Generic	Scope of Supply	Turnover
OEM	Purchase Preference (Centre)	Service & Support
Inspection	Certificates	Warranty
Payment	All	Purchase Preference (State)
Sample Clause	Buyback for Non PFMS / Non GPA	Past Project Experience
Forms of EMD and PBG	Human Resource Service	Ration Item ATCs
Financial Criteria	Buyer Added Bid Specific ATC	Buyer Added Bid Specific SLA
Buyer Added Bid Specific Scope Of Work(SOW)	Vehicle Hiring(MoD)	

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

Submit

Click here to add your own Bid Specific ATC with approval from your Competent Authority.

Terms and Conditions

Additional Terms and

Buyer Added Bid Specific ATC Clauses

- Clauses
- Buyer Added text based ATC clauses .
- Buyer uploaded ATC document .

These Additional Terms and conditions are being incorporated in the bid after due approval of the Competent Authority in Buyer Organization. I have also perused the existing ATC library of available for my organization at GeM and required clauses are not available there. I understand that the 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 owing to inclusion of these conditions and due to modification of technical specification and / or terms and conditions governing the bid.

Add

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

Submit

Select if you wish to update text-based ATC clauses or upload ATC document and click on Add.

Terms and Conditions

Inspection	Certificates	Warranty
Payment	All	Purchase Preference (State)
Sample Clause	Buyback for Non PFMS / Non GPA	Past Project Experience
Forms of EMD and PBG	Human Resource Service	Ration Item ATCs
Financial Criteria	Buyer Added Bid Specific ATC	Buyer Added Bid Specific SLA
Buyer Added Bid Specific Scope Of Work(SOW)	Vehicle Hiring(MoD)	

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

Buyer Added Bid Specific ATC

- Buyer Added text based ATC clauses . Please Select 

Click here to
update the
Clause.

Submit

Home > Finalization

Create Bid

Specification 

Consignee Details 

Bid Details 

EMD/Performance Security 

Splitting | MSE | MII 

Terms And Conditions 

Verify OTP & Publish

Verify OTP/eSign & Publish

Please validate all the data before proceeding to verify OTP.

1. Departments / Ministries shall ensure compliance of relevant GFR provisions regarding formation of the committee and taking approval of competent authorities at their level for the procurement process.
2. I have read the DPIIT OM P-45014/33/2021-BE-II (E-64737) dated 20.12.2022 and understood the content thereof. I hereby confirm that there is no Restrictive and Discriminatory conditions against Local Suppliers in this bid.

3. [Draft Bid Document](#) 

agree to the [Terms & Condition](#) of GeM.

You can download the Bid document from here.

Click here to agree to the T&C's.

Verify via OTP / eSign / DSC to submit your offer

VERIFY WITH OTP

OR

VERIFY WITH ESIGN

OR

VERIFY WITH DSC

Select the relevant option to verify and publish the bid.

INFO

of Use

ABOUT GeM

Introduction to GeM

NEWS & EVENTS

Newsroom

RESOURCES

GeM Handbook

TRAINING

LMS

NEED HELP?

FAQs

You can view your published bid under the 'Published Bids' tab.

Bid Listing

Contains Service

It may take up to 15 mins to reflect newly published bids or modified bids to show up in search results.

Showing 1 - 1 records of 1 records

Sort by: Bid End Date: Latest First

Filters [Reset](#)

- Published Bids/RA
- Bid/RA Status
- By Bid Type:
 - All Bid/RA (32)
 - Published Bid (24)**
 - Published RA (4)
 - Draft Bid/RA (3)
 - Bid To RAs (1)
 - Cancelled Bid/RA (0)
- By Bid Value:
 - High Value Bids (4)

BID NO: GEM/2023/B/92051

Items: Manpower Outsourcing...
Specification(S)
Total Participations: View
Remaining Days: View

Notification(S)
Bid Document [Download](#)
View Representations

Start Date: 02-03-2023 1:56 PM
End Date: 13-03-2023 2:00 PM
Bid Status: Active

Published — Ended — Finalized

[Open Bid](#) [Transfer of Bid/RA](#)

[Prev](#) [1](#) [Next](#)

Sample Bid Document.

बिड दस्तावेज़ / Bid Document		बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	21-08-2025 17:00:00	क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ में नू 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 खुलने की तारीख/समय /Bid Opening Date/Time	21-08-2025 17:30:00	बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या / Minimum number of bids required to disable automatic bid extension	5
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)	दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
मंत्रालय/राज्य का नाम/Ministry/State Name		बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
विभाग का नाम/Department Name		बिड का प्रकार/Type of Bid	Two Packet Bid
संगठन का नाम/Organisation Name		तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	7 Days
कार्यालय का नाम/Office Name		अनुमानित बिड मूल्य /Estimated Bid Value	1108484
वस्तु श्रेणी /Item Category	Manpower Outsourcing Services - Minimum wage - Unskilled; Not Required; Others , Manpower Outsourcing Services - Minimum wage - Skilled; Secondary School; Admin	मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
अनुबंध अवधि /Contract Period	7 Month(s) 2 Day(s)	मध्यस्थता खंड/Arbitration Clause	No
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	4 Lakh (s)	सुलह खंड/Mediation Clause	No
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)	ईएमडी विवरण/EMD Detail	
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes	एडवाइजरी बैंक/Advisory Bank	State Bank of India
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No	ईएमडी राशि/EMD Amount	22170
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No	ईपीबीजी विवरण /ePBG Detail	
विक्रेता से मांगे गए दस्तावेज/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer	आवश्यकता/Required	No

Conclusion

- Buyer can ask for EMD and EPBG details, EMD is allowed only if the Bid value is greater than 5 Lakhs, this function is not a mandate.
- The buyer needs to award the order within the Bid Offer Validity Period.
- Multiple consignees/ locations can be selected.
- Mandate to select all the Golden Parameters. Golden Parameters facilitate a buyer to choose the appropriate product(s), further narrowing down the search criteria.
- The seller needs to offer a product whose specification matches the Golden Parameters chosen by the buyer to participate in the RA.

Frequently Asked Questions

- **What is Intent Bid?**
- Buyer can choose 'Intent of Bid' to create a bid without comparison of products/ services. He/She will be able to browse through all the products/services in the market (without any restriction of quantity or State).
- **Where are the Golden Parameters used and How do these impact Bid creation & Participation?**
- Golden Parameters facilitate a buyer to choose appropriate product(s), further narrowing down the search criteria. It also impacts the cost of the product. The seller should offer a product whose specification matches the Golden Parameters chosen by the buyer to participate in the bid.
- **Why am I unable to place an order in Bid/RA?**
- There is a possibility of below mentioned conditions:
 - Your Bid validity has expired.
 - Bid Lifecycle has ended.
 - Consignee's role has changed, or consignee is not active on Government e Marketplace.
- **How long is an offer validity extension request valid?**
- Seller has to accept/reject the offer validity request within 5 days from the initiated date.



All content, materials, and resources contained herein are the intellectual property of the Government EMarketplace (GeM) and are protected under applicable copyright and intellectual property laws.

Any unauthorized copying, reproduction, dissemination, distribution, transmission, or modification of this content, material and resources, in whole or in part, is strictly prohibited and may attract legal action under the relevant laws. Users are advised to refer to or download only the latest and official versions of GeM documents, content, materials and resources from the official GeM portal: <https://gem.gov.in> to ensure accuracy, authenticity, and compliance with current policies and guidelines. GeM shall not be held responsible or liable for any unauthorized use, alteration, misrepresentation, or reliance on unofficial, outdated, or third-party versions of its content, materials, or resources.