



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE
FILE NUMBER - IISER/PUR/0111/25
PREBID CLARIFICATION ON GeM BID NUMBER - GEM/2025/B/6347796

SECURITY MANPOWER OUTSOURCING SERVICES

मैनपावर आउटसोर्सिंग सर्विसेज के लिए 07/07/2025 को संस्थान की वेबसाइट www.iiserpune.ac.in और जीईएम पोर्टल पर प्रकाशित एक खुली निविदा देखें।

Refer to an open tender published on the GeM portal and Institute website, www.iiserpune.ac.in on 07/07/2025, for Security Manpower Outsourcing Services.

प्री-बिड मीटिंग 16/07/2025 को शाम 3.00 बजे आयोजित की गई और बैठक का कार्यवृत्त निम्नानुसार है:

Pre-Bid meeting was held on 16/07/2025 at 3.00 PM and minutes of meeting is as under:

प्रारंभ में, समिति ने सभी सदस्यों और संभावित बोलीदाताओं के प्रतिनिधियों का स्वागत किया और सामान्य तौर पर निविदा के दायरे की जानकारी दी और उसके बाद वरि. सहायक कुलसचिव (भंडारण एवं क्रय) से बोली लगाने वालों को निविदा की मुख्य विशेषताओं के बारे में जानकारी देने का अनुरोध किया।

At the outset, the committee welcomed all the Members and the representative of the Prospective Bidders and briefed them in general on the scope of the tender and thereafter requested the Sr. Assistant Registrar (S&P) to brief the bidders on the salient features of the tender.

उपस्थित प्रतिनिधि दिए गए उत्तरों से संतुष्ट थे, और यह सूचित किया गया कि दिए गए सुधार/परिवर्धन/स्पष्टीकरण, जैसा कि बोली-पूर्व सम्मेलन के दौरान चर्चा की गई थी, आईआईएसईआर पुणे की वेबसाइट पर होस्ट किए जाएंगे, और सभी संभावित बोलीदाताओं को यह करना आवश्यक है। बोली दस्तावेजों में निर्धारित अनुसार अपनी बोलियां जमा करने से पहले इस बोली-पूर्व सम्मेलन की कार्यवाही का संज्ञान लें।

The representatives present were satisfied with the replies given, and it was informed that the corrections/additions/clarifications given, as discussed during the Pre-Bid Conference, would be hosted on the website of IISER Pune, and all the Prospective Bidders are required to take cognizance of the proceedings of this Pre-Bid Conference before submitting their bids as stipulated in the Bidding Documents.

हमारी आईआईएसईआर वेबसाइट www.iiserpune.ac.in और GeM portal पर जारी नोटिस के अन्य नियम और शर्तें अपरिवर्तित रहेंगी। इस संबंध में और कोई पत्राचार नहीं किया जाएगा।

The other terms & conditions of the notice issued on our IISER website, www.iiserpune.ac.in, and GeM portal will remain unchanged. No more correspondence in this regard will be entertained.

बैठक अध्यक्ष के धन्यवाद प्रस्ताव के साथ समाप्त हुई।

The meeting ended with vote of thanks to the Chair.

16/07/2025

16/07/2025

Sd/-

वरि. सहायक कुलसचिव (भंडारण एवं क्रय)

Sr. Assistant Registrar (S&P)

TECHNICAL AND COMMERCIAL QUERIES AND CLARIFICATION

SECURITY MANPOWER OUTSOURCING SERVICES

S. No.	Query/Clarification Sought	Clarification / Amendment
1	<p>Employees' State Insurance Corporation (ESIC): As per statutory rules, ESIC is applicable on wages up to a ceiling of ₹21,000/- per month. Employees drawing salaries above this threshold are exempt from ESIC or their contributions are restricted to ₹21,000/-. We request your approval on whether, for such employees, we may obtain a Workmen's Compensation (WC) policy or appropriate medical insurance in lieu of ESIC, and whether the cost of such insurance would be reimbursable.</p>	<p><u>Refer GeM bid document, Page No.4, Scope of Work For the Service, Clause no. V. Personnel Management & Statutory Compliance, Point: Additional Insurance is amended to:</u></p> <p>The contractor has to obtain Workmen's Compensation (WC) policy, Pradhan Mantri Suraksha Bima Yojana and Pradhan Mantri Jeevan Jyoti Bima Yojana; Proof of such insurance coverage must be submitted to the Institute, and the cost of such insurance would be reimbursable.</p>
2	<p>Uniform Reimbursement:</p> <p>Kindly confirm whether the cost of uniforms, if required to be supplied by the contractor, will be reimbursed.</p>	<p><u>Refer GeM bid document, Page No.4, Scope of Work for the Service, Clause no. V. Personnel Management & Statutory Compliance</u></p> <p>Uniforms & Equipment: Providing two pairs of IISER Pune Authorities-approved, all-weather uniforms (Brand: Raymond/SKUMAR/Reputed brand), and one set of rainwear and shoes annually, free of cost to each deployed employee. The contractor is responsible for replacing torn uniforms free of charge based on wear and tear. Wearing the approved uniform during duty hours is compulsory.</p> <p><u>It is clarified that no reimbursement for uniforms will be provided.</u></p>

3	<p>Deployment of Manpower: Please clarify whether we are required to retain the existing manpower currently engaged under the ongoing contract or if we are permitted to deploy new staff.</p>	<p><u>Refer GeM bid document, Page No.4,</u></p> <p>UNDERTAKING FOR RETENTION OF EXISTING RESOURCES</p> <p><u>It is clarified that the Institute will retain existing resources under the new contract.</u></p>
4	<p>Second Allowance Clarification: The tender document clearly mentions the first allowance components, such as HRA and liveries. However, the second allowance has not been specified. Kindly provide details or clarification regarding this component</p>	<p><u>Refer GeM bid document, Page No.7 and 8, Security Supervisor</u></p> <p>Second allowance is an allowance given to the staff working in a supervisory capacity.</p>
5	<p>Experience: Same and similar nature of work in the last 3 years, having a single work order of 40 security personnel in any government department for a minimum contract period of 1 year</p> <p>As per the MSME guidelines, those who are registered under the MSME are exempt from providing an experience certification.</p> <p>Is it exempt for those companies that have registration under MSME?</p>	<p><u>Refer GeM bid document, Page No.3, Clause No.1</u></p> <p>If the bidder is a Micro or Small Enterprise as per the latest orders issued by the Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above, subject to meeting the quality and technical specifications. The bidder seeking exemption from the Experience Criteria shall upload the supporting documents to prove their eligibility for exemption</p>
6	<p><u>Earnest Money Deposit</u></p> <p>Clarification regarding the EMD (Earnest Money Deposit) exemption clause mentioned in the GeM General Terms and Conditions (GTC) Version 4.0 (Version 1.15), dated 11th June 2024.</p> <p>As per Page 17, Point (m)-v of the GTC: "Sellers/Service Providers having an annual turnover of INR 500 Crore or more, in at least one of the past three completed financial years, are exempted from furnishing Bid Security/EMD."</p>	<p><u>Earnest Money Deposit</u></p> <p>Yes, Bidders with an annual turnover of ₹500 Crore or more in at least one of the past three completed financial years are exempt from submitting an Earnest Money Deposit (EMD).</p> <p>Furthermore, MSME-registered firms/agencies are also eligible for EMD exemption. The bidder seeking EMD exemption must submit valid supporting documents for the relevant category as per the GeM GTC with their bid.</p>

	Kindly confirm whether this exemption is applicable to the current tender.	
7	<p><u>Clarification on ESIC Applicability</u></p> <p>The tender specifies a salary of ₹21,000 for skilled employees. As per ESIC norms, if an employee's gross salary exceeds ₹21,000, ESIC coverage is not applicable. In such a case, kindly clarify what alternate compliance is expected. Are we required to provide Group Mediclaim / Accident Insurance in lieu of ESIC? Please confirm the required approach.</p>	Please refer response to above at Sr. No.1
8	<p><u>Proof of Attendance for Pre-Bid Meeting</u></p> <p>Requesting proof of attendance for pre-bid meeting will be issued. Will an attendance sheet, Minutes of Meeting (MoM), or email confirmation be shared with participating bidders?</p>	<p><u>Proof of Attendance for Pre-Bid Meeting</u></p> <p>The Institute will upload the Minutes of Meeting (MoM) on the GeM portal and the Institute's website. A link to these minutes will also be circulated to the pre-bid participants. This MoM will serve as the official record of attendance and discussions.</p>
9	<p>GeM bid document Clause No. 2 of the Additional Terms and Conditions (ATC), which states:</p> <p>"Bidder must have a registered office in the Pune/PCMC area for the last three years as on 31.03.2025."</p> <p>bidder stated that, the comply with all the eligibility conditions mentioned under the Pre-Qualification Criteria (PQC), this specific clause imposes a significant limitation. Many experienced and capable agencies in the security services sector—including those currently having a registered office in Pune—are unable to meet this condition due to not having maintained such an office for</p>	<p><u>Refer GeM bid document, Page No.10, Eligibility Criteria</u></p> <p>Bidder must have a registered office in the Pune/PCMC area for the last three years as on 31.03.2025."</p> <p>This clause ensures the selected security agency possesses proven local operational capability and stability within the Pune/PCMC area. An established presence for three years guarantees rapid response times in emergencies and efficient deployment of personnel. It also indicates in-depth familiarity with local conditions, labour laws, and effective liaison with regional authorities, which is crucial for robust security management. This requirement minimizes logistical challenges</p>

<p>the entire stipulated duration of the past three years.</p> <p>bidder requesting that this clause may unintentionally restrict fair competition by disqualifying credible agencies with strong experience and proven track records in similar projects, solely due to the duration of their office’s registration in a particular area.</p> <p>In light of the above, kindly request you to reconsider and either revoke or amend Clause No. 2 of the ATC, in order to allow broader participation and foster a fair and competitive bidding environment.</p>	<p>and risks for the Institute, ensuring consistent, high-quality service delivery and reliable on-ground support for our critical security needs. It reflects a commitment to engaging an agency with a demonstrated long-term stake in the region.</p> <p><u>No Change in Eligibility Criteria</u></p> <p><u>Tender terms & conditions prevail.</u></p>
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