



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2023/B/3855104
Dated/दिनांक : 08-09-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	03-10-2023 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	03-10-2023 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Ports, Shipping And Waterways
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Indian Maritime University
Office Name/कार्यालय का नाम	Chennai
Item Category/मद केटेगरी	Examination Service - Online; Candidate Registration, Payment Process to be handled by Service Provider, Provision of Venue, Withdrawl of Registration, Update Registration, Question Paper Hosting on Website, Admit Card Proccesing, Services for regist.. , Examination Service - Online; Admit Card Proccesing, Backend support for registration , Examination Service - Online; Admit Card Proccesing, Backend support for registration Payment process to be handled by service provider
Contract Period/अनुबंध अवधि	5 Year(s) 1 Day(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	200 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

Bid Details/बिड विवरण

Document required from seller/विक्रेता से मांगे गए दस्तावेज़	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
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days
Estimated Bid Value/अनुमानित बिड मूल्य	5000000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	100000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	10.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	15

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

Registrar
Indian Maritime University-Hqrs, Uthandi, Chennai, Tamilnadu - 600 119
(K Saravanan)

Splitting/विभाजन

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

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. 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.

4. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

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

PRICE BREAK UP FOR PROVIDING END-TO-END SERVICES FOR CONDUCTING CET /CRT - [1694183766.xlsx](#)

This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters are :-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
Evaluation criteria as mentioned in Para 8.6 read with Para 9.3	100	50	View File

Total Minimum Qualifying Marks for Technical Score: 50

QCBS Weightage(Technical:Financial):30:70

Interview Venue:At the time of technical evaluation

Presentation Venue:At the time of technical evaluation

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
22-09-2023 11:00:00	Bidders who are willing to participate in Pre-Bid Meeting should register through the following link: https://forms.gle/GEKzNDBsMvoC4pex8 The Link will also be available at IMU's Website i.e www.imu.edu.in . The Video conference link will be shared with the registered Vendors One day before the Pre-Bid meeting.

Examination Service - Online; Candidate Registration, Payment Process To Be Handled By Service Provider, Provision Of Venue, Withdrawl Of Registration, Update Registration, Question Paper Hosting On Website, Admit Card Proccesing, Services For Regist.. (25000)**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
Core	
Examination Type	Online
Pre-Examination Activities	Candidate Registration , Payment Process to be handled by Service Provider , Provision of Venue , Withdrawl of Registration , Update Registration , Question Paper Hosting on Website , Admit Card Proccesing , Services for registration of Students for CET
Post- Examination Activities	None
Invigilation of Examination	No
Online registration of candidates	By Service Provider
Server to be used for On-Line registration	Service at Service Provider Side
Facilities required in Examination Centre	None
Percentage of buffer seat of each Centre(per shift)	10
Addon(s)/एडऑन	
Biometric Attendance	NA
Jammer Required	NA
Parking Facility (For buyer personnel's only)	NA
Additional Details/अतिरिक्त विवरण	

Specification	Values
Seating Capacity for Examination Center per Shift	200
CCTV Required	Yes at the time of Examination. CCTV feed of all centres to be given post exam
Total number of examination Centres	50
Number of Shifts per day	1
Estimated number of Invigilator/Supervisors required	1 FOR EACH HALL, FOR FRISKING MINIMUM TWO (One Male and One Female)
Estimated/Minimum number of candidates per shift	15000-30000
Number of Days(Exam to be conducted)	1

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Estimated total number of candidates appearing in Examination	Additional Requirement/अतिरिक्त आवश्यकता
1	G R Giridharan	600119,INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	25000	N/A

Examination Service - Online; Candidate Registration, Payment Process To Be Handled By Service Provider, Provision Of Venue, Withdrawl Of Registration, Update Registration, Question Paper Hosting On Website, Admit Card Proccesing, Services For Regist.. (2000)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	

Specification	Values
Examination Type	Online
Pre-Examination Activities	Candidate Registration , Payment Process to be handled by Service Provider , Provision of Venue , Withdrawl of Registration , Update Registration , Question Paper Hosting on Website , Admit Card Proccesing , Services for registration of Candiates for CRT
Post- Examination Activities	None
Invigilation of Examination	No
Online registration of candidates	By Service Provider
Server to be used for On-Line registration	Service at Service Provider Side
Facilities required in Examination Centre	None
Percentage of buffer seat of each Centre(per shift)	10
Addon(s)/एडऑन	
Biometric Attendance	NA
Jammer Required	NA
Parking Facility (For buyer personnel's only)	NA
Additional Details/अतिरिक्त विवरण	
Total number of examination Centres	5
CCTV Required	Yes at the time of Examination. CCTV feed of all centres to be given post exam
Estimated/Minimum number of candidates per shift	1000-5000
Seating Capacity for Examination Center per Shift	200
Estimated number of Invigilator/Supervisors required	1 FOR EACH HALL, FOR FRISKING MINIMUM TWO (One Male and One Female)

Specification	Values
Number of Days(Exam to be conducted)	1
Number of Shifts per day	1

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Estimated total number of candidates appearing in Examination	Additional Requirement/अतिरिक्त आवश्यकता
1	G R Giridharan	600119, INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	2000	N/A

Examination Service - Online; Admit Card Proccesing, Backend Support For Registration (25000)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Examination Type	Online
Pre-Examination Activities	Admit Card Proccesing , Backend support for registration
Post- Examination Activities	Evaluation of Examination , Result Preparation/Declaration , Re-evaluation , Submission of documentary proofs , Services for conduct of CBT based CET for Students
Invigilation of Examination	Yes
Online registration of candidates	By Service Provider
Server to be used for On-Line registration	Service at Service Provider Side
Facilities required in Examination Centre	Air Coolers , UPS , Firefighting equipment , First Aid , Emergency procedures , Drinking water , Diesel Generator Backup , Services for conduct of CBT based CET for Students

Specification	Values
Percentage of buffer seat of each Centre(per shift)	10
Addon(s)/एडऑन	
Biometric Attendance	Yes
Jammer Required	Yes
Parking Facility (For buyer personnel's only)	Yes
Additional Details/अतिरिक्त विवरण	
Seating Capacity for Examination Center per Shift	200
Number of Days(Exam to be conducted)	1
Estimated number of Invigilator/Supervisors required	1 FOR EACH HALL, FOR FRISKING MINIMUM TWO (One Male and One Female)
Total number of examination Centres	50
CCTV Required	Yes at the time of Examination. CCTV feed of all centres to be given post exam
Number of Shifts per day	1
Estimated/Minimum number of candidates per shift	15000-30000

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Estimated total number of candidates appearing in Examination	Additional Requirement/अतिरिक्त आवश्यकता
1	G R Giridharan	600119,INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	25000	<ul style="list-style-type: none"> Estimated number of Biometric Devices to be installed at examination center : 4

Examination Service - Online; Admit Card Proccesing, Backend Support For Registration (2000)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Examination Type	Online
Pre-Examination Activities	Admit Card Proccesing , Backend support for registration
Post- Examination Activities	Evaluation of Examination , Result Preparation/Declaration , Re-evaluation , Submission of documentary proofs , Services for conduct of CBT based CRT for Candidates
Invigilation of Examination	Yes
Online registration of candidates	By Service Provider
Server to be used for On-Line registration	Service at Service Provider Side
Facilities required in Examination Centre	Air Coolers , UPS , Firefighting equipment , First Aid , Emergency procedures , Drinking water , Diesel Generator Backup
Percentage of buffer seat of each Centre(per shift)	10
Addon(s)/एडऑन	
Biometric Attendance	Yes
Jammer Required	Yes
Parking Facility (For buyer personnel's only)	Yes
Additional Details/अतिरिक्त विवरण	
Number of Shifts per day	1
CCTV Required	Yes at the time of Examination. CCTV feed of all centres to be given post exam
Seating Capacity for Examination Center per Shift	200
Estimated number of Invigilator/Supervisors required	1 FOR EACH HALL, FOR FRISKING MINIMUM TWO (One Male and One Female)
Total number of examination Centres	50
Number of Days(Exam to be conducted)	1
Estimated/Minimum number of candidates per shift	1000-5000

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Estimated total number of candidates appearing in Examination	Additional Requirement/अतिरिक्त आवश्यकता
1	G R Giridharan	600119, INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	2000	<ul style="list-style-type: none">Estimated number of Biometric Devices to be installed at examination center : 4

Examination Service - Online; Admit Card Processing, Backend Support For Registration Payment Process To Be Handled By Service Provider (3000)**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
Core	
Examination Type	Online
Pre-Examination Activities	Admit Card Processing , Backend support for registration Payment process to be handled by service provider
Post- Examination Activities	Submission of documentary proofs , Services for conduct of counselling for admission into IMU Campuses including document verification and biometric verification
Invigilation of Examination	No
Online registration of candidates	By Service Provider
Server to be used for On-Line registration	Service at Service Provider Side
Facilities required in Examination Centre	Services for conduct of counselling for admission into IMU Campuses including document verification and biometric verification
Percentage of buffer seat of each Centre(per shift)	10
Addon(s)/एडऑन	
Biometric Attendance	Yes
Jammer Required	NA

Specification	Values
Parking Facility (For buyer personnel's only)	NA
Additional Details/अतिरिक्त विवरण	
Number of Shifts per day	1
CCTV Required	No
Seating Capacity for Examination Center per Shift	No
Estimated number of Invigilator/Supervisors required	1 FOR EACH HALL, FOR FRISKING MINIMUM TWO (One Male and One Female)
Total number of examination Centres	No
Number of Days(Exam to be conducted)	No
Estimated/Minimum number of candidates per shift	3000-5000

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Estimated total number of candidates appearing in Examination	Additional Requirement/अतिरिक्त आवश्यकता
1	G R Giridharan	600119, INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	3000	<ul style="list-style-type: none"> Estimated number of Biometric Devices to be installed at examination center : 6

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

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or

contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Buyer Added Bid Specific ATC**

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

3. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

PLEASE READ BUYER-ATC DOCUMENT CAREFULLY BEFORE SUBMISSION OF BID.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby 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 specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller 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/सामान्य नियम और शर्तें](#), 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/सामान्य नियम और शर्तें 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./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---