बिड संख्या/Bid Number: GEM/2026/B/8169911

दिनांक /Dated: 27-10-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	16-11-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	17-11-2026 11:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	150 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Gujarat
विभाग का नाम/Department Name	Education Department Gujarat
संगठन का नाम/Organisation Name	University Library Veer Narmad South Gujarat University
कार्यालय का नाम/Office Name	Estate
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :hod1.vnsgu.gj@gembuyer.in Buyer Email id: mmpatel@vnsgu.ac.in
वस्तु श्रेणी /Item Category	Event or Seminar or Workshop or Exhibition or Expo Management Service - National; VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE -A (TENTAGE, SOUND & LIGHTING); As per ATC; As per ATC; Buyer premise , Event or Seminar or Workshop or Exhibition or Expo Management Service - National; VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE B (CATERING); As per ATC; As per ATC; Buyer premise
अनुबंध अवधि /Contract Period	1 Month(s) 1 Day(s)
पिछले 3 वित्तीय वर्षों का बिडर का न्यूनतम औसत वार्षिक वित्तीय टर्नओवर/Minimum Average Annual Turnover of the bidder (For the last 3 Financial Years)	34 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes | Complete

बिड विवरण/Bid Details	
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / **Startup Relaxation for Years Of Experience and Turnover**	Yes | Complete
विक्रेता से मांगे गए दस्तावेज़/**Document required from seller**	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/**Do you want to show documents uploaded by bidders to all bidders participated in bid?**	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / **Minimum number of bids required to disable automatic bid extension**	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / **Number of days for which Bid would be auto-extended**	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / **Number of Auto Extension count**	1
बिड से रिवर्स नीलामी सक्रिय किया/**Bid to RA enabled**	Yes
रिवर्स नीलामी योग्यता नियम/**RA Qualification Rule**	H1-Highest Priced Bid Elimination
बिड का प्रकार/**Type of Bid**	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /**Time allowed for Technical Clarifications during technical evaluation**	3 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / **Estimated Bid Value in INR (Inclusive of all taxes)**	1700000
मूल्यांकन पद्धति/**Evaluation Method**	Item wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / **Financial Document Indicating Price Breakup Required**	Yes
मध्यस्थता खंड/**Arbitration Clause**	No
सुलह खंड/**Mediation Clause**	No

ईएमडी विवरण/EMD Detail

एडवाईजरी बैंक/Advisory Bank	State Bank of India

Schedule 1 ईएमडी राशि/EMD Amount (In INR)	27000
Schedule 2 ईएमडी राशि/EMD Amount (In INR)	24000

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। 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।/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.

(b). The EMD Amount will be applicable for each schedule/group selected during Bid creation.

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

(d).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

Registrar
Veer Narmad South Gujarat University, SURAT
(Registrar)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. 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.
6. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
7. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs from the State of Bid Inviting Authority having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal 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/ State of Bid Inviting Authority. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the 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 and its subsequent Orders/Notifications issued by concerned Ministry. Benefits of MSE will be allowed only if seller/service provider is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
8. 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.
9. 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.

10. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting

bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

i. If number of technically qualified bidders are only 2 or 3.
ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

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

Sports event financial breakup Price BID - 1793103566.xlsx

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work to be uploaded by the Buyer:1793103574.pdf

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	**प्री-बिड स्थान/Pre-Bid Venue**
02-11-2026 16:00:00	Purchase Cell, Veer Narmad South Gujarat University, Surat. (online link : VNSGU Purchase Cell General Meeting Link https://meet.google.com/gbx-krwp-czt) Contact No. 0261-2203042

मूल्यांकन विधि(मदवार मूल्यांकन विधि) / **Evaluation Method** (Item Wise Evaluation Method)

Contract will be awarded schedule wise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

मूल्यांकन अनुसूचियां / **Evaluation Schedules**	अनुमानित मूल्य / **Estimated Value**	वस्तु/श्रेणी / **Item/Category**	मात्रा / **Quantity**
Schedule 1	900000	Event Or Seminar Or Workshop Or Exhibition Or Expo Management Service - National; Vnsgu Sports Event Management Services Schedule -a (tentage, Sound & Lighting); As Per Atc; As Per Atc; Buyer Premise	Number of event to be organized : 1
Schedule 2	800000	Event Or Seminar Or Workshop Or Exhibition Or Expo Management Service - National; Vnsgu Sports Event Management Services Schedule B (catering); As Per Atc; As Per Atc; Buyer Premise	Number of event to be organized : 1

Event Or Seminar Or Workshop Or Exhibition Or Expo Management Service - National; VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE -A (TENTAGE, SOUND & LIGHTING); As Per ATC; As Per ATC; Buyer Premise (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	**मूल्य/ Values**
कोर / Core	
Location of event	National

विवरण/ Specification	मूल्य/ Values
State	NA
District	NA
pincode	NA
Nature of events	VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE -A (TENTAGE, SOUND & LIGHTING)
Category of work required	As per ATC
Estimated Number of Participants for the Event	As per ATC
Event premises	Buyer premise
Duration of event	As per ATC
Coverage of the event	As per ATC
Boarding	As per ATC
Inclusion for the event	As per ATC
Seating arrangement	As per ATC
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of event to be organized	अतिरिक्त आवश्यकता /Additional Requirement
1	Vansiya Yogeshkumar Natvarsinh	395007,VEER NARMAD SOUTH GUJARAT UNIVERSITY, Udhna Magdalla Road, Surat	1	N/A

Event Or Seminar Or Workshop Or Exhibition Or Expo Management Service - National; VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE B (CATERING); As Per ATC; As Per ATC; Buyer Premise (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Location of event	National
State	NA
District	NA
pincode	NA
Nature of events	VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE B (CATERING)
Category of work required	As per ATC
Estimated Number of Participants for the Event	As per ATC
Event premises	Buyer premise
Duration of event	As per ATC
Coverage of the event	As per ATC
Boarding	As per ATC
Inclusion for the event	As per ATC
Seating arrangement	As per ATC
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of event to be organized	अतिरिक्त आवश्यकता /Additional Requirement
1	Vansiya Yogeshkumar Natvarsinh	395007,VEER NARMAD SOUTH GUJARAT UNIVERSITY, Udhna Magdalla Road, Surat	1	N/A

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

1. **Generic**

   OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **Generic**

   Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. **Buyer Added Bid Specific Scope Of Work(SOW)**

   File Attachment Click here to view the file.

4. **Buyer Added Bid Specific ATC**

   Buyer uploaded ATC document Click here to view the file.

5. **Service & Support**

   Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

6. **Service & Support**

   Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.

8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने

व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

VNSGU SPORTS EVENT MANAGEMENT SERVICES SCHEDULE -A (TENTAGE, SOUND & LIGHTING), SCHEDULE - B (CATERING)

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Udhna Magdalla Road Surat, Gujarat 395007, www.vnsgu.ac.in

PART A – GENERAL SCOPE OF WORK

Sports Event Management Services – VNSGU

1. Objective

Veer Narmad South Gujarat University (VNSGU), Surat intends to engage a competent and experienced service provider through Government e-Marketplace (GeM) for **planning, coordination, execution, and completion of University-level Sports Events**.

The selected service provider shall provide **complete and integrated sports event management services** to ensure smooth, safe, and disciplined conduct of the events, strictly as per University instructions and applicable GeM terms.

Venue: Veer Narmad South Gujarat University Campus, Surat
Event Dates: 20 to 23 January 2027

Expected Participants: Daily around 800-1500 and total of **4000–4500** students and faculty members in total event

To ensure clarity, proper price discovery and GeM-compliant evaluation, the scope of work for the Youth Festival has been structured into **two distinct schedules**.

Schedule–A covers tentage, event setup, venue arrangements, seating, basic accommodation requirements, branding/banner-related works, sound systems, lighting arrangements and electrical setup.

Schedule–B consists of complete catering services for all event days, including food and water.

Bidders may participate in any one or both the University shall evaluate and determine **L1 bidder separately for each schedule** to ensure fair competition and specialised service delivery.

1. Event Overview

The University is organizing a multi-venue Youth Festival consisting of cultural, literary, music, theatrical, artistic, and stage events across different departments and grounds of the campus. The work includes complete supply, installation, safe operation, supervision, dismantling, and removal of temporary structures and services required for the successful execution of the festival.

2. Nature of Contract

This shall be a **single consolidated GeM bid** for Sports Event Management Services. The contract shall cover **all activities related to the sports event**, including pre-event preparation, on-event execution, and post-event dismantling and handover.

All detailed specifications, sport-wise requirements, layouts, menus, and quantities shall be provided separately in **Appendices**, which shall form an integral part of this bid.

---

3. Event Coverage

The scope includes management of **University-level sports competitions and related activities**, which may include indoor and outdoor sports events, opening and closing ceremonies, prize distribution functions, and participant coordination areas.

The sports event is proposed to be held from **January 20 to 23, 2027.** The University reserves the right to change the dates or schedule of the event as necessary.

Event schedule, venues, and sports disciplines shall be communicated by the University through authorised officers.

The service provider shall make necessary arrangements accordingly at the quoted rates.

---

4. Event Infrastructure & Logistics

The service provider shall arrange, install, operate, maintain, and remove all required **temporary infrastructure and logistics**, including:

- Temporary sheds / covered areas (where required)
- Seating arrangements for players, officials, and spectators
- Registration and control desks
- Public address and announcement systems
- Safe temporary electrical and power arrangements
- Drinking water points and hydration facilities
- Waste bins and basic cleanliness support

All infrastructure shall be safe, stable, and suitable for sports events.

All event-related arrangements shall be completed and made operational by the last night before the first day of the sports event.

---

5. Food, Refreshment & Drinking Water

The scope includes **provision and management of food, refreshments, and drinking water** during the sports event, as per University directions. This may include:

- Drinking water for players, officials, volunteers, and staff

- Refreshments and/or meals during event days
- Hygienic preparation, serving, and disposal arrangements

Detailed menus and quantities shall be specified in the Appendices.

---

6. Signage & Way-Finding

The service provider shall provide **temporary signboards and directional signage**, including:

- Directional signboards within the campus
- Venue and ground identification boards
- Event-related display boards

Design and placement shall be as approved by the University.

---

7. Manpower & Coordination

Adequate trained manpower shall be provided for:

- Event coordination and supervision
- Help desks and participant assistance
- Venue-level operational support

All staff shall follow University discipline and work under the guidance of University-appointed coordinators.

---

8. Safety & Compliance

The service provider shall ensure basic safety arrangements and smooth conduct of events without disturbing regular University functioning.
All instructions issued by the University Sports Committee or authorized officers shall be binding.

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9. Quantity Variation & Payment (Price Discovery Clause)

The quantities mentioned in this bid and Appendices are **indicative only** and are provided **solely for price discovery purposes**.

The University may **increase or decrease the quantities up to ±25%** depending on actual event requirements.
Such variation shall not result in any change in quoted rates or any additional claim.

Payment shall be made strictly on the actual quantity of services/items used, as certified by the authorized University officer and processed through GeM.

No minimum quantity commitment is implied.

---

10. Flexibility & University Rights

The University reserves the right to modify event schedule, venues, scope, or scale of services during execution, as required, without any financial implication beyond agreed bid terms.

---

11. Completion & Handover

After completion of the sports event, the service provider shall:

- Remove all temporary structures and materials
- Restore venues to original condition
- Submit event photographs and required deliverables

Note: 1. All detailed technical specifications, quantities, layouts, menus, and sport-wise requirements shall be provided in the Appendices and shall form an integral part of this GeM bid which are also subjected to any change at the time of execution

2. **The bidder must quote a price for each and every item listed in the Excel Sheet, as per the applicable Schedule. Quoting prices for all items is mandatory. If the bidder fails to quote a price for any item or enters a zero (₹0) value against any item, the bid shall be rejected outright.**

Appendix – A
Details of Requirements

[A] Schedule-A : covers tentage, event setup, venue arrangements, seating, basic accommodation requirements, branding/banner-related works, sound systems, lighting arrangements and electrical setup.

No	Item Description	Qty	Unit (per day)
A	**Light and Sound**		
1	Hire charges for providing, erecting, testing & commissioning public address system / cultural programme sound system having proper distribution of sound through out the fixed area comprising of the following	1	Job
	(1) Mid Top (15" inch speaker & 2 inch HF) 1000 watt - 4 Nos.		
	(2) Base speaker (18" inch speaker) 1500 watt - 4Nos.		
	(3) Power amplifier (QSC RMX2450) - 2 Nos.		
	(4) Stage Monitor (500 Watt) - 2 Nos.		
	(5) Effect processor - 1 No		
	(6) Active Cross over - 1 No.		
	(7) Hand cordless Microphone - 3 Nos.		
	(10) Audio Link 32 channel - 1 No		
	(11) Microphone Stand/ Podium - 2 Nos.		
	(12) 32 channel audio mixer - 1 No.		
	(13) CD & DVD player with Recorder / Pen Driver & laptop- 1 No. With Sound Opartor		
	Track		
	Total		
2	Higher charges for providing erecting and Removing after use of good running condition 300 mm/ 400 mm size low noise oscillation type pedestal fan of good condition. with necessary Wiring connection With Switch Near Power Supply	**30**	No
	Various Loction at VNSGU campas		
	Total		
3	Hire charges for LED Flood Light Fittings with High Power White LEDs wattage of 1 Watt and above assemble on single MCPCB, efficiency more than 130 lm/w and corrosion free high pressure die cast aluminium housing with smooth finish powder coated and heat sink extruded aluminium with diffuser and Polycarbonate optics/lenses with company mark/name engraved or embossed 120 to 300 V, Power factor more than 0.95, THD<10%, CCT 5000 K to 5700K, Uniformity ratio >0.45, Luminaire efficiency > 85 Lumens/Watt, LED driver efficiency >85%. CREE/OSRAM/PHILLIPS Lumileds /NICHIA/SEOUL/BridgeLux(U.S.A) make LED used for luminaire. (Each fitting required LM-79 & LM-80 Certificates) (B) Flood Light (IP-65), Surge -4KV (e) Above 150 watts to 240 watts with necessary Support and Wiring connection With MCB Near Power Supply	**80**	No
	Various Location at VNSGU campas		
	Total		

No	Item Description	Qty	Unit (per day)
4	Hire charges for providing for temporary plug point with 5/15Amp plug switch combined, erected in wooden/Modular board complete with necessary Support and Wiring connection With MCB Near Power Supply	**50**	NO
	Various Location at VNSGU campus		
	Total		
B	**Mandap related items**		
1	Providing, Fixing, Installing & dismantling after completion of program Stage on hire basis with required steps/Ramp with both side railing of required height constructed using prefabricated H Frame Supports in 40mm or 50 mm M.S. Pipe as directed by engineer in charge with Cross members fixed properly for stability. The top has to be covered with 19mm thick plywood / Block Board sheet in proper level and all four side of stage covered with neat and clean cloth as directed by engineer in charge. (Only plan area will be measured & accounted the same) For 1.01 m to 3.00 m height	83.64	Sqm
	ATHLETIC TRACK (30*30)		
	TOTAL		
2	Three Seated Sofa (arrange it before Rehearsal Day till end of Function)	10	No
	ATHLETIC TRACK		
	TOTAL		
3	Providing and fixing cloth draping in ceiling or on vertical walls in desired shape and pattern using necessary wooden / bamboo framing using cloth of one or more colours as directed including finishing etc.	1796.49	Sqmtr
	ATHLETIC TRACK (562.78)		
	BHOJAN AREA (1003.71)		
	FOR STUDENT (230)		
4	Providing and fixing Backdrop of Cloth [on both sides] on hire basis full height on steel truss frame work etc. complete including necessary door arrangement etc. complete as directed by Engineer-in-charge.	37.17	Sqmtr
	ATHLETIC TRACK		
	TOTAL		
5	Providing, fixing & arranging table on hire basis of minimum size 1.20 mtr x 0.60 mtr & counter covered with clothes and frills all around and top as directed, Tables with decorative Frills and Table covers.	110	No
	ATHLETIC TRACK (50)		
	BHOJAN AREA (60)		
	TOTAL		

No	Item Description	Qty	Unit (per day)
6	Providing & fixing in position approved quality green Agro Net flooring on hire basis with all labours & materials approved by engineer in charge as directed etc. comp.	731.87	Sqmtr
	BHOJAN AREA		
	TOTAL		
7	Providing and fixing Brand New Non woolen Synthetic Carpet of colour as approved on hire basis in flooring including all labour and material etc. complete as directed by Engineer-in- charge Non woolen Synthetic carpeting.	70	Sqmtr
	ATHLETIC TRACK		
	TOTAL		
8	Providing and fixing Cloth Wall partition on hire basis (cloth on both side) fixed on wooden section framework including all labour and material etc. complete as directed by Engineer- incharge.a) up to 1.85 mt	228.65	Rmt
	ATHLETIC TRACK (22.86)		
	BHOJAN AREA (182.92)		
	FOR STUDENT (22.87)		
	Total		
9	Providing mattresses set: Gadla Set with chadar, Pillow & Charsa	800	No
	FOR STUDENT		
	TOTAL		
10	Prov. & fixing of complete clusters of flower decoration work consisting of stage decoration, backdrop, front and side of stage including welcome gate and virtue stage including of flower ,stage ,green room ,entry gate , Public Entry with all labours and materials as directed by Engineer - In - Charge etc. comp.	18.29	R. Meter
	ATHLETIC TRACK		
	TOTAL		
11	Providing, fixing, Installing & dismantling after completion of program Stainless Steel Portable Wah Basin Hand Wash Station with Water Tank.	6	No
	ATHLETIC TRACK (3)		
	BHOJAN AREA (3)		
	TOTAL		
12	Providing Tapela for Hot Water with 2 gas and stove	6	No
	FOR STUDENT		
	TOTAL		
13	Providing , erecting and dismantling of truss wall with required support , cloth and anchoring as per instructed by EIC	18.58	Sqmtr
	GATE		
	TOTAL		
C	**Banner**		
1	10X15 1 piece = 150 sq feet	240	Sqft
	5X3 6 piece = 90 feet		

Schedule–B consists of complete catering services for all event days, including food and water.

A	Food and Water (per day food charge per person shall note be more than 200)		
No	**Item Description**	**Qty.**	**Unit**
1	Breakfast (1500, 1300, 1100, 700 per day)	4600	No
2	Lunch (1500, 1300, 1100, 700 per day)	4600	No
3	Tea/coffee & biscuits (1500, 1300, 1100, per day)	3900	No
4	Dinner (1300, 1300, 1100, per day)	3700	No
5	Water (20 liter mineral water carba, per day)	150	No

MENU FOR BIDDING – DAY-WISE & MEAL-WISE FORMAT

A. MORNING TEA & BREAKFAST with mineral water

Date	**Items to be Served**	**Tea/Coffee**	**Approx Pax**
20/1/2027	Tea /Cofee and Baraka Poha/ Upma/ Mathi Na Gota/ Sev Khaman, Banana-2	Included	1500
21/1/2027	Tea /Cofee Baraka Poha/ Upma/ Mathi Na Gota/ Sev Khaman, Banana-2	Included	1300
22/1/2027	Tea /Cofee and Baraka Poha/ Upma/ Mathi Na Gota/ Sev Khaman, Banana-2	Included	1100
23/1/2027	Tea /Cofee and Baraka Poha/ Upma/ Mathi Na Gota/ Sev Khaman, Banana-2	Included	700

B. LUNCH with mineral water

Date	**Accompaniments**	**Main Menu**	**Sweets/ Dessert**	**Approx. Pax**
20/1/2027	Buttermilk, Salad, Papad, Mukhwas	Dal Fry & Jeera Rice, Chapati & Puri, Mix Veg Sabji, Dry Mag Sabji	Gajar Halwa, Bataka Vada	1500
21/1/2027	Buttermilk, Salad, Papad, Mukhwas	Gujarati Dal & Rice, Chapati & Puri, Seasonal Vej	Matho,	1300
22/1/2027	Buttermilk, Salad, Papad, Mukhwas	Jeera Rice, Dal, Chapati & Puri, Bhindi Masala, Brinjal/Potato-Tomato Sabji	Gulab Jamun	1100
23/1/2027	Buttermilk, Salad, Papad, Mukhwas	Kadhi & Pulav, Chapati & Mix veg	Jalebi, Kachori/Samosa	700

C. AFTERNOON TEA with mineral water

Date	Items Included	Approx. Pax
20/1/2027	Tea/Coffee + Biscuits	1500
21/1/2027	Tea/Coffee + Biscuits	1300
22/1/2027	Tea/Coffee + Biscuits	1100

D. EVENING DINNER with mineral water

Date	Accompaniments	Main Menu	Approx. Pax
20/1/2027	Buttermilk, Salad, Papad, Mukhwas	Veg Pulav & Raytu, Chole puri	1300
21/1/2027	Buttermilk, Salad, Papad, Mukhwas	Sev Tameta & Paratha, Mashala Khichdi & Kadhi	1300
22/1/2027	Buttermilk, Salad, Papad, Mukhwas	Brinjal Bharta, Bajri Rotlo, Khichdi & Kadhi	1100

General Instructions for catering service

- The above menu is provided **solely for price discovery and quotation purposes**. It is subject to revision based on the requirements of the University. Any modifications, substitutions, or adjustments to menu items may be made **through mutual agreement between the University and the selected bidder**, without affecting the overall integrity of the tender.
  All final menu items will be confirmed **only after discussion and approval by the University**.
- All items shall be prepared fresh on-site / centrally and served hot & hygienically.
- All food safety norms (FSSAI) shall be followed.
- Cutlery, serving staff, and service setup is included in the quoted cost.
- Taxes, transportation & packaging must be included in the final price.

Quantity & Billing

- The participant numbers mentioned in the menu are **indicative only** and have been provided for price discovery and estimation purposes.
- **Final billing shall be based on the actual turnout** of participants for each meal/service during the event.
- The actual number of persons served shall be duly recorded and jointly verified by the University and the Contractor on each day before billing.

Cost Ceiling for Catering

- The total food cost per person **shall not exceed INR 200 per day**, which includes **breakfast, lunch, afternoon tea, and dinner** as per the approved menu.

PART B – SERVICE LEVEL AGREEMENT (SLA)

A. Acceptance of GeM Standard Conditions

This bid and the resulting contract shall be governed by the **General Terms & Conditions (GTC), Service Level Agreement (SLA), and all other applicable provisions of Government e-Marketplace (GeM)** for Event Management Services, as amended from time to time.

By submitting the bid, the bidder **unconditionally accepts** all applicable GeM terms, service standards, penalties, statutory obligations, and compliance requirements.

In case of any conflict or inconsistency between GeM conditions and this bid document, **GeM conditions shall prevail**, unless specifically modified under VNSGU-specific conditions mentioned below.

B. VNSGU-Specific Service Level Conditions

(To be read along with GeM SLA)

1. Applicability

These service level conditions shall apply to the **planning, preparation, execution, and completion** of University-level Sports Events organized by **Veer Narmad South Gujarat University (VNSGU), Surat**.

The Service Provider shall perform all services as defined in the Scope of Work, Appendices, and instructions issued by the University through authorized officers.

2. Execution Timeline & Readiness

- All event-related arrangements, installations, and services shall be **fully completed, tested, and kept ready by the night preceding the first day of the sports event**.
- No major installation, shifting, or testing activity shall remain pending on the first day of the event.
- The University reserves the right to **inspect and verify readiness** on the evening prior to the first event day.

Failure to meet the above requirement shall be treated as **service deficiency**.

3. Service Quality Standards

The Service Provider shall ensure:

- Safe, stable, and proper installation of all temporary infrastructure
- Clean, functional, and orderly sports venues
- Adequate drinking water and refreshment arrangements
- Clear signage and way-finding support
- Smooth coordination with University officials
- Professional conduct and discipline of deployed manpower

All services shall be suitable for a **University-level sports event** and delivered without disruption.

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4. Manpower & Coordination

- Adequate trained manpower shall be deployed at all venues throughout the event duration.
- A **single point of contact / site supervisor** shall be designated for coordination with the University.
- Any shortage or absence of manpower shall be rectified **immediately**, without affecting event operations.

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5. Food, Refreshment & Drinking Water SLA

- Food, refreshments, and drinking water shall be provided **strictly as per approved Appendices and University instructions**.
- Hygiene, cleanliness, quality, and timely replenishment are mandatory.
- Any complaint regarding food quality or water supply shall be addressed **immediately** to the satisfaction of the University.

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6. Signage, Photography & Deliverables

- Temporary signboards shall be installed before the event and removed after completion.
- Photography coverage shall be provided as per the Scope of Work.
- Soft copies of event photographs shall be submitted to the University within **seven (7) working days** after completion of the event.

---

7. Quantity Variation Control

- Quantities mentioned in the bid and Appendices are **indicative only and meant for price discovery**.
- Actual execution may vary up to **±25%**, depending on event requirements.
- Such variation shall **not result in any change in quoted rates or service conditions**.

---

8. Safety & Compliance

- The Service Provider shall ensure basic safety arrangements at all sports venues.
- Temporary electrical and other installations shall be safe and stable.
- Instructions issued by the University Sports Committee or authorized officers shall be binding.

Any serious safety lapse shall be treated as a **major service failure**.

---

9. Penalties for Service Deficiency

Without prejudice to GeM SLA provisions, the following shall attract action as per GeM:

- Delay in readiness
- Poor quality of services
- Non-availability of manpower
- Repeated complaints or non-compliance

Penalties, deductions, or termination shall be governed by **GeM SLA**.

C. General Terms & Conditions

1. Governing Framework

This contract shall be governed by:

- GeM General Terms & Conditions (GTC)
- Applicable GeM SLA
- General Financial Rules (GFR)
- Gujarat State Procurement Policy

- VNSGU rules and decisions

In case of conflict, **GeM GTC shall prevail**, unless specifically modified herein.

---

2. Authority & Final Decision

All instructions, approvals, interpretations, and decisions issued by the **Vice-Chancellor, Veer Narmad South Gujarat University**, or by any officer or committee authorized by the Vice-Chancellor (including the Registrar, Sports Committee, or Nodal Officer), shall be **final and binding** on the Service Provider.

In case of any ambiguity, dispute, or difference of interpretation regarding scope, execution, quality, or applicability of conditions, the **decision of the Vice-Chancellor shall be final and conclusive**.

No verbal instruction shall be acted upon unless confirmed in writing by an authorized officer.

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3. No Sub-Contracting

The Service Provider shall not sublet, assign, or transfer any part of the work without prior written approval of the University.
Unauthorized sub-contracting shall be treated as a **material breach of contract**.

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4. Compliance with Laws

The Service Provider shall comply with all applicable Central and State laws, labour regulations, safety norms, and local authority requirements.
Any liability arising due to non-compliance shall be the sole responsibility of the Service Provider.

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5. Damage to University Property

Any damage caused to University property during execution shall be repaired by the Service Provider at its own cost or recovered from dues, as assessed by the University.

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6. Confidentiality

The Service Provider shall maintain strict confidentiality of all University-related information, schedules, participant data, and internal arrangements.

No publicity or commercial use of photographs or event material shall be made without prior written permission of the University.

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7. Discipline & Conduct

All deployed personnel shall maintain discipline, decorum, and professional behaviour. Any misconduct shall require **immediate replacement** of the concerned staff.

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8. Inspection & Monitoring

The University reserves the right to inspect, monitor, and direct rectification of services at any stage.
Such inspection shall not absolve the Service Provider of contractual responsibility.

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9. Force Majeure

Force majeure conditions shall be governed by **GeM provisions**.

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10. Termination

The University reserves the right to terminate the contract as per GeM GTC in case of non-performance, breach of SLA, or serious service deficiency.

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11. Jurisdiction

Disputes shall be resolved through the **GeM dispute resolution mechanism**, subject to **Surat, Gujarat jurisdiction**.

Below is a **clean, GeM-compliant, audit-safe "Payment & Financial Conditions" section**, **modified specifically for your Sports Event Management bid**, and **kept separate from the SLA**, exactly as you wanted.

Language is **simple, firm**, and aligned with:

- **GeM GTC 4.0**
- **Youth Festival Event Management bid pattern**
- Your **single consolidated bid**, **±25% quantity variation**, and **actual-quantity billing** model

You can **paste this directly as a separate section** in your bid.

PART C – PAYMENT & FINANCIAL CONDITIONS

(Sports Event Management Services – VNSGU)

1. Payment Mode

All payments shall be made **only through Government e-Marketplace (GeM)** and strictly in accordance with GeM General Terms & Conditions and applicable Government rules.

No payment shall be made outside the GeM platform.

2. Basis of Payment

- The quantities mentioned in the bid and Appendices are **indicative and meant only for price discovery**.
- Actual execution may vary up to **±25%**, depending on event requirements.
- **Payment shall be made strictly on the basis of actual quantity of services/items executed or consumed**, as certified by the authorized University officer.
- **Quantity Variation & Financial Breakup Application :** The bidder shall submit a detailed price / financial breakup as part of the Financial Bid on GeM. In case of increase or decrease in quantities of any item or service during execution of the sports event (within the permissible variation limits specified in the bid), the payable amount shall be calculated strictly on the basis of the corresponding unit rates / item-wise rates quoted in the approved price breakup. No new rates shall be introduced and no revision of quoted rates shall be permitted on account of addition or deletion of quantities.
- The total payable amount shall be worked out on actual quantities executed, duly certified by the authorized University officer.
- No minimum quantity commitment is implied.

3. Service Delivery Acceptance

Payment shall be released only after:

- Successful completion of services
- Certification of satisfactory performance by the University

- Generation of **Service Delivery Acceptance Certificate (SDAC)** on GeM

The decision of the University regarding acceptance of services shall be final.

---

4. Stage-wise Payment (if applicable)

If permitted under GeM and approved by the University, payment may be released **after completion of the entire sports event** and post-event handover.

No advance payment shall be made unless explicitly allowed under GeM rules.

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5. Taxes & Duties

- Quoted prices shall be **inclusive of all applicable taxes, duties, levies, and charges**, except GST if quoted separately as per GeM norms.
- GST shall be paid as applicable, subject to submission of valid GST invoice and compliance with statutory requirements.

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6. Deductions & Recoveries

The University reserves the right to deduct from the payable amount:

- Penalties for service deficiency as per SLA
- Cost of rectification of defects or damages to University property
- Any statutory recoveries, if applicable

Such deductions shall be binding and final.

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7. Price Firmness

The rates quoted in the GeM bid shall remain **firm and valid** for the entire duration of the contract.

No escalation shall be permitted on any ground, including increase in quantities (within ±25%), manpower cost, material cost, or taxes (except statutory GST changes as per law).

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8. No Claim Clause

The Service Provider shall not be entitled to any claim for:

- Variation in quantities within permissible limits

- Change in event schedule or dates
- Reduction or curtailment of event scope
- Delay due to administrative or force majeure reasons

Beyond the payment for actual services rendered.

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9. Submission of Invoice

The Service Provider shall submit invoice through GeM only, supported by:

- Certification of actual quantities
- Completion certificate / SDAC
- Any other document required under GeM

Incomplete or incorrect invoices shall not be processed.

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10. Final Authority

In case of any dispute related to payment, billing, or deductions, the **decision of the Vice-Chancellor, Veer Narmad South Gujarat University**, or the officer authorized by the Vice-Chancellor, shall be final and binding, subject to GeM provisions.

PART D – MINIMUM ELIGIBILITY CRITERIA

A. General Eligibility

1. **Past Experience**:
   As per **ANNEXURE – I**
   Declaration of Past Work Experience & Eligibility as per Bid Conditions
2. **Financial Turnover**:
   As per **ANNEXURE – II**
   Declaration of Average Annual Turnover & Exemption Eligibility
3. **Earnest Money Deposit (EMD)**:
   As per **ANNEXURE – III**
   EMD Submission / Exemption Declaration as per GeM norms
4. **Mandatory Basic Eligibility**:
   As per **ANNEXURE – IV**
   Bidder Information & General Acceptance
5. **Self-Declaration & Non-Blacklisting**:
   As per **ANNEXURE – V**
   Self-Declaration Regarding Non-Blacklisting
6. **Land Border / Local Supplier Compliance**:
   As per **ANNEXURE – VI**
   Self-Declaration Regarding Land Border Sharing Country
7. **Class of Supplier Declaration**:
   As per **ANNEXURE – VII**
   Self-Declaration Regarding Class-I / Class-II / Non-Local Supplier Status
8. **Price Reasonability Certificate**:
   As per **ANNEXURE – VIII**
   Price Reasonability Certificate

B. Bid Specific Requirement

1. **Pre-Bid Meeting / Site Inspection**:
   As per **ANNEXURE – IX**
   Pre-Bid Meeting / Site Inspection Certificate with Condition Acknowledgement
2. **Insurance & Indemnity Declaration**:
   As per **ANNEXURE – X**
   Insurance & Indemnity Declaration

ANNEXURE - I
DECLARATION OF AVERAGE ANNUAL TURNOVER & EXEMPTION ELIGIBILITY

To

The Registrar
Veer Narmad South Gujarat University
Udhna–Magdalla Road, Surat – 395007
Gujarat, India

Subject: Declaration of Average Annual Turnover & Exemption Eligibility

PART A – DECLARATION OF TURNOVER (Last Three Financial Years)

We hereby declare that our average annual turnover for the last **three financial years** is as follows:

Financial Year	**Annual Turnover (₹)**
FY 2022–23	
FY 2023–24	
FY 2024–25	
Average turnover	
Required Turnover as per Bid	
Average turnover is as per Bid condition	YES/NO

Attachment required: Self attested copy of CA-certified Turnover Certificate(s)

PART B – EXEMPTION FROM TURNOVER (IF APPLICABLE)

We seek exemption from the following requirement(s) under valid government policy Turnover Requirement

Basis of Exemption (select one & provide valid certificate):

☐ MSME-Udyam-Registered
☐ NSIC Registered
☐ DPIIT-Recognized Startup

Attachment required: Self attested copy of Valid MSME-Udyam / NSIC/ DPIIT Startup Certificate

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FINAL DECLARATION

I/We hereby declare that:

✓ All information provided is true and correct.

✓ We understand that concealment/misrepresentation may lead to bid rejection.

✓ We agree to submit any additional documents if required by VNSGU during evaluation.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ATTACHMENT & UPLOAD INSTRUCTIONS

- Attachment required: Self attested copy of CA-certified Turnover Certificate(s), Valid MSME-Udyam / NSIC/DPIIT Startup Certificate
- Upload on Gem portal on button :

ANNEXURE - II
Declaration of Past Work Experience & Eligibility as per Bid Conditions

PART A – WORK EXPERIENCE DETAILS (Last Three Financial Years)

Give the details of only three orders executed for Government Departments/ PSUs/ Autonomous Bodies / Universities / Public or Private limited organizations

Sr. No.	Client Name & Address	Work Order No. & Date	Description of Work / Service	Contract Value (₹)	Completion Proof Attached (Yes/No)
1					
2					
3					

Documents to):

- Attach following self-attested copy for each order mentioned above
    - Work Order / Contract Agreement (**compulsory**)
    - **and any one of:** CARC from GeM **OR** Completion / Performance Certificate **OR** Payment proof (Bank advice / TDS / etc.)

PART B – DECLARATION OF ELIGIBILITY (AS PER TENDER CONDITIONS)

We hereby confirm that we meet the eligibility criteria regarding **past work experience**, as specified in the tender document. We have successfully completed **similar contracts during the last three (03) financial years**, satisfying **ANY ONE** of the following conditions:

Eligibility Condition	**Tick (✓)**
A. One completed work of value **not less than 80%** of the estimated bid value	☐ YES ☐ NO
B. Two completed works, **each of value not less than 50%** of the estimated bid value	☐ YES ☐ NO
C. Three completed works, **each of value not less than 40%** of the estimated bid value	☐ YES ☐ NO

PART C – DECLARATION FOR EXEMPTION (IF APPLICABLE)

We request exemption from the past experience requirement based on (select one & provide valid certificate):

☐ MSME-Udyam-Registered Company
☐ NSIC Registered Company
☐ DPIIT-Recognized Startup Company

Attachment required: Self attested copy of Valid MSME-Udyam / NSIC/ DPIIT Startup Certificate

---

FINAL DECLARATION

We hereby declare that all information furnished is true and correct. We understand that misrepresentation may lead to disqualification. We agree to submit any additional documents if requested by VNSGU.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ANNEXURE - III

EMD Submission or Exemption Declaration

Option A – EMD Submission via Demand Draft

We hereby submit the **Earnest Money Deposit (EMD)** for the above-mentioned tender as per the following details:

Particulars	Details
Name of Bidder	
DD Amount	
DD Number	
Date of Issue	
Bank Name & Branch	
Payable To	Registrar, Veer Narmad South Gujarat University
Payable At	Surat – 395007

We confirm that:

- The Demand Draft has been issued by a any **Nationalized bank or as per latest Gujarat government recognized bank for SD/EMD**
- The DD has been drawn in favour of the University, by or on behalf of the bidding firm.
- The **original DD** has been submitted or dispatched to the University as per tender instructions.

To Be Submitted (Hard Copy):
The original Demand Draft must be submitted at the Purchase Section, Veer Narmad South Gujarat University, Surat – 395007 before the bid submission deadline.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

Attachment : Original Demand Draft

OR

Option B – EMD Exemption Declaration

We hereby declare that our organization is registered as a **Micro/Small Enterprise (MSME) or NSIC or Startup under DPIIT**, and is therefore **exempted from EMD submission** under **Government Procurement Policy (GPP) 2024** and **GeM rules**.

We understand and acknowledge that:

- Only **GeM-verified MSME/NSIC / Startup registration** will be considered valid for exemption.
- If our MSME / Startup status appears as *"pending"* or *"applied"* on GeM at the time of bid submission, the exemption will not be granted.
- If neither valid exemption proof nor EMD is submitted at bid opening, our bid shall be **summarily rejected**.
- Submission of false or invalid exemption documents will lead to **disqualification** and may attract **legal or contractual action**.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

Attachment required: Self Attested Valid MSME - Udyam / NSIC/ Startup (DPIIT) Registration Certificate.

ANNEXURE -IV
BIDDER INFORMATION & GENERAL ACCEPTANCE

1. BIDDER DETAILS

No.	Details	Bidder's Response
1	Name of Firm / Company	
2	Type of Entity (Proprietorship / LLP / Pvt. Ltd. / etc.)	
3	Year of Establishment	
4	Registered Office Address	
5	Communication Address (if different)	
6	Authorized Signatory – Name	
7	Designation	
8	Contact Number	
9	Email ID	
10	Website (if any)	
11	Any other	

2. STATUTORY & REGISTRATION DETAILS

Sr. No.	Registration / License	Registration No.	Valid Up To	Copy Enclosed (Y/N)
1	PAN			
2	GST Registration			
3	MSME/ NSIC/ Startup Registration (if applicable)			
4	FSSAI License No. (if applicable)			
5	Any Other			

3. BANK DETAILS

Sr. No.	Details	Bidder's Response
1	Bank Name	
2	Branch	
3	Account Holder Name	
4	Account Number	
5	IFSC Code	

4. ESCALATION MATRIX (FOR SUPPORT / ISSUES)

Level	Name	Designation	Email	Contact No.	Response Time
Level 1					
Level 2					
Level 3					

5. GENERAL ACCEPTANCE OF BID CONDITIONS

We hereby confirm that we have **read and understood** all terms and conditions of the tender document.
We agree to the following:

✓ We accept the **Scope of Work** mentioned in the bid.
✓ We accept the **Service / Supply Conditions (SLA)** mentioned in the bid.
✓ We accept the **Payment Terms** as specified in the bid.
✓ We agree to **sign an agreement with VNSGU** if awarded the order and comply with all requirements of the University.
✓ We comply with all applicable **laws, statutory requirements** under **Central. State and VNSGU**
✓ All information submitted by us is **true and correct** to the best of our knowledge.

We understand that submission of any incorrect or misleading information may result in bid rejection or termination of contract.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ATTACHMENT & UPLOAD INSTRUCTIONS

- **Attachment required:** Self attested copy of GST registration, PAN Card, Cancelled cheque, MSME/NSIC/ DPIIT (if applicable), FSSAI License ((if applicable)
- Upload on Gem portal on button :

Annexure - V
Self-Declaration Regarding Non-Blacklisting

To
The Registrar
Veer Narmad South Gujarat University
Surat – 395007, Gujarat, India

Subject: Declaration Regarding Non-Blacklisting

Sir/Madam,
In reference to the bid issued by Veer Narmad South Gujarat University, I/we, the undersigned, do hereby solemnly declare and affirm that:

1. **We have not been blacklisted**, debarred, suspended, or banned from participating in any procurement process by **any Central or State Government department, Public Sector Undertaking (PSU), Autonomous Institution, or Government agency (including Government e-Marketplace [GeM]) in India, as on the date of bid submission.**
2. We further declare that **no criminal proceedings** are pending against the bidder or any of its directors/partners that would affect our ability to participate in this procurement process.
3. We understand that if this declaration is found to be false or misleading at any stage, our bid may be summarily rejected, or the contract may be terminated without any liability on the part of the University.

Declaration
We hereby declare that the above information is true and correct to the best of our knowledge and belief.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

Annexure - VI
Self-Declaration Regarding Land Border Sharing Country

To
The Registrar
Veer Narmad South Gujarat University,
Surat – 395007, Gujarat, India

Subject: Declaration Regarding Compliance with Rule 144(xi) of General Financial Rules (GFR), 2017

Sir/Madam,
In reference to the Bid issued by Veer Narmad South Gujarat University, I/we, the undersigned, do hereby declare as under:

1. That I/we am/are not from a country which shares a land border with India as defined under Rule 144(xi) of the General Financial Rules (GFR), 2017 and as amended by Government of India.

OR

2. That I/we am/are from a country which shares a land border with India, and I/we have been registered with the Competent Authority as defined in the said Rule. A copy of the valid registration certificate issued by the Competent Authority (Ministry of Home Affairs, Government of India) is enclosed herewith.

Please tick as applicable:
☐ **Not from a country sharing land border with India**
☐ **From a country sharing land border with India and registered with Competent Authority (Registration Certificate attached)**

Declaration
We hereby certify that the above information is true and complete to the best of our knowledge and belief. We understand that any misrepresentation may result in rejection of our bid or cancellation of the contract.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

Annexure VII : Class of Supplier Declaration

(To be submitted on the bidder's letterhead and duly signed by the authorized signatory)

We, M/s _____ (Name of Bidder), having our registered office at _____, hereby declare and confirm the following in compliance with the **Gujarat State Procurement Policy, 2024**:

Declaration

1. **Local Content Confirmation**

We confirm that the **local content** in respect of the quoted item(s) is _____**%** and we qualify as:

☐ **Class-I Gujarat MSE / Class-I Local Supplier** (local content **≥50%**)

☐ **Class-II Gujarat MSE / Class-II Local Supplier** (local content **≥20% but <50%**)

(Tick whichever is applicable)

2. **Eligibility for Purchase Preference**

As per GoG Industries and Mines Department Resolution No: **SPO-102021-188460-CH dated 14-03-2024**, we hereby claim eligibility for purchase preference under the Gujarat State Procurement Policy, 2024.

3. **Compliance with Local Content Calculation**

We confirm that:

Local content has been calculated as per the formula:

Local content (%) = [(Sale Price – Value of Imported Content) x 100] ÷ Sale Price

Transportation, insurance, installation, commissioning, training, and after-sales services like AMC/CMC have **not** been considered as local value addition.

4. **Details of Local and Imported Content**

Sr. No.	Item/Equipment Name	Local Content (%)	Location of Value Addition (State of India)	Imported Content (%) (incl. customs duties)
1				
2				

(Attach additional sheet if required)

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5. **Auditor Certification (if applicable):**

For bids **above ₹10 crore**, we have attached a certificate from our:

- **Statutory Auditor / Cost Auditor (for Companies)**
- OR **Practicing Chartered Accountant / Cost Accountant (for others)** certifying the percentage of local content.

(Auditor's certificate format as per Gujarat State Procurement Policy Annexure II)

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6. **Declaration of Integrity**

We understand that any false declaration shall be considered a breach of the code of integrity under Clause 2(C)(d) of the Gujarat State Procurement Policy, 2024, and may lead to:

- Debarment for up to two years.
- Other legal actions as applicable.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ANNEXURE- VII
Price Reasonability Certificate

To
The Registrar
Veer Narmad South Gujarat University
Surat – 395007, Gujarat, India

Subject: Price Reasonability Certificate

Dear Sir/Madam,
We hereby certify that:

1. **The rates quoted in our bid are reasonable and justified**, based on prevailing market rates, product specifications, and associated services offered.
2. The offered price:
    - Is comparable to the price of similar goods/services supplied to other Government organizations, PSUs, or reputed private institutions.
    - Has not been increased for the current tender and is consistent with prices offered in other recent bids or supply orders.
3. We also confirm that **no lower price** has been quoted for the same product or service to any Government/PSU/Autonomous institution or any buyer on GeM in the last six months for comparable quantity and terms.
4. In the event of discovery of any lower quoted price for the same specification elsewhere under similar conditions, we agree that the University may take appropriate action, including price reduction or disqualification.

We assure full cooperation and submission of supporting documents, invoices, or client POs if required by the audit or evaluation committee.
Sincerely,

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ANNEXURE – IX
PRE-BID MEETING / SITE INSPECTION CERTIFICATE
With Condition Acknowledgement

Certificate of Site Inspection & Pre-Bid Participation

Bidder Details

Details	**Information**
Name of Firm	
Registered Address	
Contact Person	
Mobile No.	
Email ID	
GST / PAN (if available)	

Participation in Pre-Bid Process

Kindly **tick (✓)** one of the following options:

☐ **Physically visited** VNSGU premises and inspected the site(s), infrastructure and service requirements.
☐ **Attended** the pre-bid meeting **online**, without physical site visit.
☐ **Did not attend** the pre-bid meeting but has **fully reviewed all bid documents** and voluntarily proceeds with bid submission.

Declaration & Acknowledgement by Bidder

By signing this certificate, the bidder hereby:

✓ Confirms that the **scope of work, site conditions, layout, and service requirements** have been clearly understood.
✓ Accepts that **no claim or dispute** shall be raised later on the grounds of unfamiliarity with site conditions or operational difficulties.
✓ Agrees that **bidding implies full acceptance** of all terms, including **SLA, payment terms, safety norms, statutory compliance, and event execution standards** stated in the tender.
✓ Accepts that **additional services, if requested, shall only be provided with**

written approval of the University and on mutually agreed rates.
✓ Understands that **Youth Festival is an academic and official event**, and services must be executed in a **professional and disciplined manner**.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**

ANNEXURE – IX
Insurance & Indemnity Declaration

To
The Registrar
Veer Narmad South Gujarat University
Udhna–Magdalla Road, Surat – 395007
Gujarat, India

Subject: Declaration of Valid Insurance Coverage and Indemnity Commitment

Part A – Insurance Coverage

We hereby declare that our firm **M/s** _____ maintains or shall maintain active insurance policies covering all personnel and liabilities associated with the *Security Manpower Services* to be rendered at VNSGU.

Type of Insurance	Policy No.	Insured Sum (₹)	Valid Up To	Issuing Insurance Company	Copy Attached (Yes/No)
Group Personal Accident Insurance					
Third-Party Liability Insurance					
Workmen's Compensation / Employee Injury Insurance					
Any Other (Specify)					

We confirm that:

- The insurance coverage fully meets or exceeds the minimum liability requirement of **₹ 50 lakh**.
- All premiums are duly paid and policies shall remain valid during the contract period.
- Renewals will be completed before expiry without affecting coverage.

☑ Enclosures Required:

- Copies of active insurance policies and premium receipts.
- List of insured personnel (if available).

Part B – Indemnity Undertaking

We undertake to **indemnify and hold harmless** Veer Narmad South Gujarat University, its officers, and representatives against any loss, damage, claim, or liability arising from:

1. Injury, death, or accident involving any security personnel or third party during duty.
2. Theft, fire, negligence, or willful misconduct by deployed personnel.
3. Breach or non-compliance of any statutory, insurance, or labour-law requirement.

All related compensations, penalties, or claims shall be borne solely by our firm, and VNSGU shall remain fully indemnified.

Part C – Undertaking (If Insurance Not Yet Obtained)

If our firm does not currently hold valid insurance policies as specified above, we hereby undertake that:

- We shall obtain and submit copies of the required **Group Personal Accident**, **Third-Party Liability**, and **Workmen's Compensation** policies **within 15 (fifteen) days** from the date of issuance of the **Letter of Award / Work Order**.
- No personnel shall be deployed at site until such insurance coverage is activated.
- Failure to comply will constitute a material breach of contract and may lead to forfeiture of Performance Security or termination of contract.

Part D – Final Declaration

We certify that the above information is true and complete.
We accept full responsibility to maintain adequate insurance and indemnity coverage for the entire duration of the contract.

Place: _____ Date: _____ **Authorized Signatory (Name & Seal)**
