

Response to Pre-Bid Queries for RFP					
RFP Ref. No.		CPCM-02/2025-26 Date:21-Apr-2025 GEM Bid No. GEM/2025/B/6155653			
RFP Name		RFP for Appointment of Vendor for availing Manpower Services in Gujarat Region at StockHolding			
Sr. No.	Page No.	RFP Clause	Clause Description	Query	StockHolding Remarks
1	8 & 22	Eligibility Criteria	Point No. 6. The bidder must have office in Gujarat State.-Details of the bidder's office with GST registration at Gujarat	1. We are not registered under GST in Gujarat currently. 2. In the event we are selected for the tender, we shall obtain GST registration in Gujarat within 30 days from the date of award of contract. 3. We shall provide our Gujarat GSTIN to the Stock Holding Corporation Of India Limited once registered.	No change
				In the Eligibility Criteria, Page 8, Clause 6; you have asked for 'The bidder must have office in Gujarat State' and the bidders are required to submit 'Details of the bidder's office with GST registration at Gujarat, in their bids. We request you to consider registration certificate under 'Shops and Establishment Act' as a valid proof of Office in the State of Gujarat along with the Rent Agreement. Regarding GST registration, the bidders may be allowed to bid by submitting an undertaking that 'The successful bidder is to submit the Gujarat GST registration certificate within 30 days of placement of Purchase Order'	No change
2	16	Payment		Payment Terms: Kindly clarify the payment terms. Within how many days from the date of invoice submission will the monthly bill payment be released?	Refer to RFP document Page No. 16 for payment details
3	26	ANNEXURE - 4 - Commercial Price Bid Format	Cost Calculation Sheet – Breakup of Category wise monthly cost per Outsource	Leave Policy: As per Annexure – 4 (Commercial Price Bid Format), you have included a provision for leave. However, the number of leaves per employee per month has not been specified. Kindly provide this detail.	Refer to RFP document Page No. 16 or Weekly Off / Paid Holiday terms. Also for leave salary component, please refer GeM bid document.
4	26	ANNEXURE - 4 - Commercial Price Bid Format	Cost Calculation Sheet – Breakup of Category wise monthly cost per Outsource	Uniform Cost: In Annexure – 4, the provision for uniform has been mentioned. However, it is unclear who will bear the cost of uniforms. Please confirm whether it will be borne by the vendor or the client.	The personnel (driver) deployed by the bidder in our premises against this contract will always appear in proper uniform, neat and tidy from the day the contract commences. The bidder should provide at least 2 sets of uniforms.

5	26	ANNEXURE - 4 - Commercial Price Bid Format	Cost Calculation Sheet – Breakup of Category wise monthly cost per Outsource	<p>Service Charges Discrepancy: As per the GeM portal, the fixed service charge is 3.85% (inclusive of GST). However, in Annexure – 4 (Commercial Price Bid Format), you have asked us to quote the service charges separately, along with provisions for leave and uniform. This creates a discrepancy between the GeM standard and your annexure. Kindly clarify which format and rate should be considered final for the financial bid.</p>	<p>Bidder is required to quote service charge exclusive of GST in the Commercial Bid format. For Leave salary, provision is given under additional details-'Optional allowances 2' in the GeM Bid.</p> <p>For uniform-The personnel (driver) deployed by the bidder in our premises against this contract will always appear in proper uniform, neat and tidy from the day the contract commences. The bidder should provide at least 2 sets of uniforms.</p>
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