

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	10-03-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	10-03-2026 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Chemicals And Fertilizers
विभाग का नाम/Department Name	Department Of Fertilizers
संगठन का नाम/Organisation Name	Joint Venture Of Cil, Ntpc, IoCl, Fcil & Hfcl
कार्यालय का नाम/Office Name	Hindustan Urvarak And Rasayan Ltd
वस्तु श्रेणी /Item Category	Employee Skill Testing and Assessment Service - Online tests, remote mode; To be provided by buyer; Yes; Online through virtual platforms
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	1 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	1 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् 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 विवरण/Bid Details	
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	4
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	2
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
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
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	10000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	15

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी 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). 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.

लभार्थी /Beneficiary :

Manager (C & M)
Hindustan Urvarak And Rasayan Ltd, Department of Fertilizers, Joint Venture of CIL, NTPC, IOCL, FCIL & HFCL,
Ministry of Chemicals and Fertilizers
(Surajit Mahindar)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	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. 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.

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

Price Break-up - [1771822294.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Description about the competency model:[1771822570.pdf](#)

Details of grades/role bands for which competency assessment tools need to be developed:[1771822583.pdf](#)

Project timeline and milestones:[1771822602.pdf](#)

Payment terms:[1771822615.pdf](#)

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

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
Project or Work orders	20	14	View File
Financial stability	20	14	View File
Year of incorporation of company	10	7	View File

Number of candidates in a single work order whose promotion test was conducted	20	14	View File
Number of work orders or purchase orders against which promotion activities were successfully conducted in organisations in last 07 years	20	14	View File
Head Office or Branch Office in Delhi or NCR or beyond Delhi or NCR	10	7	View File

Total Minimum Qualifying Marks for Technical Score: 70

QCBS Weightage(Technical:Financial):30:70

Employee Skill Testing And Assessment Service - Online Tests, Remote Mode; To Be Provided By Buyer; Yes; Online Through Virtual Platforms (100)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Assessment model to be used	Online tests, remote mode
Physical infrastructure such as access to computers/laptops,internet connectivity,webcam,mic etc for test takers	To be provided by buyer
Experts/assessors for conducting assessment	Yes
Mode of expert/assessor based assessment	Online through virtual platforms
Competency framework	Competency framework to be designed by agency in consultation with buyer
Average batch size in test	100
Maximum batch size	200
Test duration in minutes	To be finalized in discussion with buyer
Language	English
Other support activities required	Designing individual development reports based on assessment , Mock test , Group level report showing function/unit wise performance , Dashboard to track real-time test progress , Technical resources for panel debriefing , Feedback from employees on the tests
एडऑन /Addon(s)	
Deliverable related to competency framework	NA
Learning capsules and roll out through learning labs	NA
Conducting workshops	NA

विवरण/ Specification	मूल्य/ Values
Feedback session for employees	NA

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

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of candidates	अतिरिक्त आवश्यकता /Additional Requirement
1	Sujeet Dubey	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	100	N/A

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

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 Added text based ATC clauses

All other terms & conditions will be applicable as per GEM GTC and Policy of GEM.

3. Buyer Added Bid Specific ATC

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

अस्वीकरण/Disclaimer

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. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of

bidding process without any notice:-

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. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
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.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. 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 catalogs 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 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.

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 [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---

HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)



SECTION – I

NOTICE INVITING TENDER

(NIT)

NAME OF PACKAGE: ENGAGEMENT OF AGENCY FOR CONDUCTING PSYCHOMETRIC TEST FOR PROMOTION ACTIVITY FOR HURL.

GEM Tender No. GEM/2026/B/7259743 dtd. 23.02.2026

Internal Reference No. HURL/HQ/CS661 dtd. 23.02.2026

1.0 HURL (Hindustan Urvarak & Rasayan Limited) invites on-line bids on Open Tender basis under Two Bid system for the aforesaid package.

2.0 Brief Details

Published Date	Refer GEM Portal
Last Date and Time for Bid submission	Refer GEM Portal
Technical Bid Opening Date & Time	Refer GEM Portal
Earnest Money Deposit (EMD) in INR	INR 10,000.00
Pre-Bid Conference Date & Time	Refer GEM Portal
Reverse Auction	Not applicable

3.0 EMD/Bid Security shall be submitted in a sealed envelope separately offline/online by the stipulated bid submission closing date and time at the address given below:

Sh. Surajit Mahindar
Manager (C&M)
Hindustan Urvarak & Rasayan Limited
(A Joint Venture of CIL, NTPC, IOCL, FCIL & HFCL)
Core-4, 9th Floor, SCOPE Minar,
Laxmi Nagar, District Centre, New Delhi-110092.

Any bid without an acceptable Bid Security shall be treated as non-responsive by the employer and shall be liable for rejection and shall not be opened.

4.0 MSE bidders are exempted from submission of EMD as per provisions in the Tender Documents.

MSE bidders seeking benefits of MSE as specified in the Tender Documents, must submit Attested/Self attested copy of Registration certificates (as mentioned in clause 4.0 of ITB) failing which no benefit of MSE shall be extended.

5.0 A complete set of Bidding Documents may be downloaded by any interested bidder from the GEM portal (<https://gem.gov.in>).

Bidder who has downloaded the tender from the GEM Portal website [gemhttps://gem.gov.in](https://gem.gov.in), shall not tamper/modify the tender document/form including downloaded price bid template in any manner.

In case the same is found to be tampered/modified in any manner, bid will be completely rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of two years.

Intending Bidders are advised to visit GEM portal <https://gem.gov.in> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

A bidder can submit only one bid, in case of multiple bids by same bidder, all the bids of such bidder will be rejected.

Not more than one tender shall be submitted by one bidder/bidder(s) having Business Ownership. For clarification, Business Ownership means bidders having common proprietor/partner(s)/director(s). In such case all such bids will be rejected.

In case Spouse, Father (including step-father), Mother (including step-mother), Son (including step-son), Son's wife, Daughter, Daughter's husband, Brother (including step- brothers) and Sister (including step-sisters) submit their bid for the same tender, all such bids will be rejected. However, in case they are a separate entity and are participating in the same tender they will provide an affidavit to this effect, as per given Annexure of the Tender Document, stating that they do not have a business relationship with the other bidders.

At the time of submission of Tender, the TENDERER shall submit a declaration stating if the TENDERER or any employee of the TENDERER or any person acting on behalf of the TENDERER, either directly or indirectly, is a relative of any of the employees of HURL, or, if any relative of an employee of HURL has financial interest / stake in the TENDERER, the same shall be disclosed by the TENDERER at the time of filing the tender. The TENDERER shall declare that they will not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of HURL.

If any cartel/relationship in terms of establishment of relationship among the bidders is found at any stage during pendency of the Contract, HURL will cancel the Bid and action as deemed fit shall be taken against the particular bidder including termination of the contract, forfeiture of all dues including Earnest Money Deposit / Security Deposit and debarring/blacklisting of the bidder and all Partners of the bidder.

6.0 (a) Pre-Qualification Criteria:

Bidder shall possess the following minimum pre-qualification/ eligibility criteria.

Sr. No.	Basic Requirement	Documents Required
1	The bidder should be a Govt / Semi Govt / Govt. Enterprises / PSU / Private Ltd. Company / LLP.	i) For partnership firms –Affidavit duly notarized, confirming the current status of the firm along with names of the partners and copy of partnership deed duly notarized to be submitted along with Copy of Certificate of Incorporation. ii) For companies, notarized copy of Memorandum and Articles of Association and list of directors to be submitted along with Copy of Certificate of Incorporation. iii) For Govt./Semi Govt./Govt. Enterprises/PSU: Certification of registration / incorporation or any other valid document to establish that the agency is a Govt./Semi Govt./Govt. Enterprises/PSU

2	<p>The bidder should have executed any one of the following, in the preceding seven (07) years reckoned as on the date of techno-commercial bid opening for Govt/Semi Govt/ Govt. Enterprises/PSU/Private Ltd Company/LLP:</p> <p>(i) One similar work-order with executed value not less than 4,00,000/- (Rupees Four Lakhs Only) OR</p> <p>(ii) Two similar work-orders, each with executed value not less than ₹2,50,000/- (Rupees Two Lakhs Fifty Thousand Only) OR</p> <p>(iii) Three similar work-orders, each with executed value not less than ₹2,00,000/- (Rupees Two Lakhs Only)</p> <p>Note:</p> <p>(i) All the values are excluding GST.</p> <p>(ii) Similar work order means works related to conduct of psychometric test for promotion of employees in Govt/Semi Govt/ Govt. Enterprises/PSU/Private Ltd company anywhere in India</p> <p>(iii) The word “executed” means the bidder should have achieved the criterion specified in the Qualifying Requirements, even if the total contract is not completed /closed (Running Contract). In case Order / contract(s) is under execution as on the date of techno-commercial bid opening, the value of work executed till such date will be considered. The Order against which qualification is sought must be placed and executed within the timeline specified.</p>	<p>Execution certificate from customer + Work Order with following details:</p> <p>i) Work order/PO with number, date and value ii) Name of the client, iii) Period of contract iv) Scope of work.</p> <p>OR</p> <p>Execution certificate (as per the format enclosed at Annexure-15 to Forms & Procedures (Section-VI) of bid document issued by practicing Chartered Accountants /Statutory Auditors on letter head of Chartered Accountants / Statutory Auditors with Membership No. of the signatory & Firm along with UDIN) /Client highlighting below:-</p> <p>a. Reference work order / PO with number, date and value b. Name of the client, c. Period of Contract d. Executed value under the work order/PO. e. Number of employees covered under the PO/ WO.</p> <p>OR</p> <p>CRAC duly issued by client in case of GEM order.</p>
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3	<p>The average annual turnover of the Bidder in the preceding three (3) financial years as on the date of techno-commercial bid opening should not be less than ₹1,50,000/-.</p> <p>In case where audited results for the last financial year as on the date of opening of Techno-commercial Bid are not available, a certificate would be required from the CEO/CFO as per the format enclosed as Annexure-12 in the bidding documents stating that the financial results of the Company of the preceding financial year have not been finalized or under audit as on the date of opening of Techno-commercial Bid and the Certificate from the practicing Chartered Accountant as per the format enclosed at Annexure-13 certifying the financial parameters of preceding financial year is not available.</p> <p>Note: Other income shall not be considered for arriving at annual turnover.</p>	<p>Audited annual statement of Profit-Loss statement & Balance sheet certified by CA with UDIN number for the three preceding financial years i.e. 2022-23, 2023-24 & 2024-25.</p> <p>(i) In case above is not available, then certificate from practicing Chartered Accountants /statutory auditors with Membership No. of signatory & Firm along with UDIN certifying the annual turnover for the last financial year i.e. 2024-25 along with audited annual statement of Profit-Loss statement & Balance sheet certified by CA with UDIN number for two consecutive financial years preceding the last financial year i.e 2022-23 & 2023-24 along with Annexures-12 & 13 of section-VI of NIT.</p> <p>(ii) In case above are not available, then audited Balance Sheet and Profit & Loss Account for the three consecutive financial years preceding the last financial years i.e. 2021-22, 2022-23 & 2023-24 along with Annexures-12 & 13 of section-VI of NIT.</p> <p>(iii) In case above are not applicable, then certificate from practicing Chartered Accountants /statutory auditors with Membership No. of signatory & Firm along with UDIN certifying the annual turnover for the three preceding financial years i.e. 2022-23, 2023-24 & 2024-25.</p> <p>(iv) In case above are not applicable, then certificate from practicing Chartered Accountants /statutory auditors with Membership No. of signatory & Firm along with UDIN certifying the annual turnover for the three consecutive financial years preceding the last financial year along with relevant Annexures-12 & 13 of section-VI of NIT.</p>
4	Bidder must not be blacklisted / debarred / banned on GeM Portal	Self-Declaration on Company's Letter Head

	and any other e-procurement portal for corrupt and fraudulent practices in any Government (Central or State) / Semi-Government / PSU entity.	
5	Bidder must have the following valid certification: A - ISO 9001:2015 B - ISO 14001:2015 and / or 27001:2022 and / or 20000	Copies of valid relevant certifications, compliance documentation
6	The Net Worth of the bidder should not be negative as on 31st March of 2025 certified by CA with UDIN.	Copy of CA certification along with UDIN.
7	The bidder must have conducted psychometric test of at least 100 Nos. of candidates in a single work order for the promotion purpose in Govt /Semi Govt/ Govt. Enterprises / PSU/ Private Ltd company /LLP.	Execution Certificate clearly mentioning P.O. no., Client name and Number of employees covered under the PO/ WO.
8	The bidder and / or the psychometric tests / tool possessed by the bidder must be in accredited by British Psychological Society (BPS) and / or European Federation of Psychologists Associations (EFPA) and / or Indian Institute of Business Psychology (IIBP) and / or National Academy of Psychology (NAOP) and / or any other suitable body / society.	Valid Accreditation Certificate

(b) QCBS Criteria:

Sr. No.	Parameter	Criteria	Documents Required	Maximum Marks	Minimum marks
1	Projects/Work Orders	(i) On Complying the criteria mentioned on point no. 03 of QR- 70% (ii) One similar completed work order costing not less than Rs.6 lacs in last 7 years on the date of opening of tender. - 80% (iii) One similar completed work order costing not	Copies of PO and Project completion / execution / experience certificate OR Execution certificate [as per the format enclosed as Annexure-15 of section-VI of ATC of Bid document] issued by practicing Chartered	20	14

		<p>less than Rs.8 lacs in last 7 years on the date of opening of tender - 90%</p> <p>(iv) One similar completed order costing not less than Rs. 10 lacs. in last 7 years on the date of opening of tender - 100%</p>	<p>Accountants /Statutory Auditors / Client (on letter head of Chartered Accountants / Statutory Auditors / Client) with Membership No. of the signatory & Firm along with UDIN/client highlighting below.-</p> <p>a. Reference work order/Service Purchase Order with number, date and value</p> <p>b. Name of the client,</p> <p>c. Period of Contract</p> <p>d. Executed value under the work order/Service Purchase Order.</p>		
2	Financial stability	<p>Annual average turnover of bidder for past 3 years (for each contract per year)</p> <p>(i) 1.500 lacs - upto 1.00 cr - 70%</p> <p>(ii) 1.01 cr - upto 20.00 cr - 80%</p> <p>(ii) More than 20 Cr-100%</p>	<p>Audited financial statements / Certificate from CA. Financial years upto March 2025</p>	20	14
3	Year of incorporation of company	<p>No. of years of incorporation of company:</p> <p>(i) Upto 07 years - 70%</p> <p>(ii) from 07 to 08 years - 80%</p> <p>(iii) More than 08 years - 100%</p>	<p>Certificate of Incorporation</p>	10	7
4	Number of candidates in a single work order whose promotion test was conducted.	<p>The bidder must have conducted psychometric test for promotion of 100 headcounts</p>	<p>Execution Certificate clearly mentioning P.O. no., Client name and Number of</p>	20	14

		<p>in a single work order past 7 years as on tender opening date:</p> <p>(i) Atleast 100 headcounts. - 70%</p> <p>(ii) 101 nos - upto 300 nos. - 80%</p> <p>(iii) more than 300 nos. - 100%</p>	<p>employees covered under the PO/ WO</p>		
5	<p>Number of work orders / purchase orders against which promotion activities were successfully conducted in organizations in last 07 years</p>	<p>The bidder must have atleast successfully completed 2 nos. WO/PO of psychometric tests in any Govt/Semi Govt/ Govt. Enterprises/Govt agency/JV of Govt / PSU/Private Ltd/LLP for promotion purpose as on tender opening date.</p> <p>(i) Govt/Semi Govt/ Govt. Enterprises/Govt agency/PSU/JV of Govt - 100%</p> <p>(ii) Any other organization - 70%</p>	<p>i) relevant copies of documents for successful completion of promotion test in PSU/Govt organization.</p> <p>ii) Self declaration from HR on company letterhead</p>	20	14
6	<p>Head Office / Branch Office in Delhi/NCR or beyond Delhi/NCR</p>	<p>The bidder must have its Head Office / Branch Office within India as on tender opening date:</p> <p>(i) Head Office / Branch Office in Delhi /NCR - 100%</p> <p>(ii) Head Office / Branch office outside Delhi / NCR but within India - 70%</p>	<p>Self-attested copies of registration certificate under shops and establishments act/ Trade certificates/ Rent agreement/ GST certificate/ Electricity Bill/ Telephone Bill .</p> <p>*Note:- Electricity Bill and Telephone Bill should not be older than 06 months.</p>	10	7

Note:

- (i) The bidder must secure minimum marks in each of Sl. No. 1 to 6 for further eligibility.
- (ii) The bidder who will score 70 marks overall in QCBS, only their price bids will be eligible to open.
- (iii) Marking scheme is 30:70. 30 for Technical and 70 for price bid. L1 will be decided in terms of maximum consolidated marks obtained.
- (iv) In case of tie, L-1 to be decided as per GEM prevailing guidelines.

7.0 Bids will be opened as per date & time as mentioned on the Date specified above or on the date specified on the e-tendering portal. The date of Price-Bid opening will be intimated later through e-tendering portal.

8.0 HURL shall not be responsible for any postal / courier delay for submission of EMD and/or other original documents, if applicable.

9.0 HURL reserves the right to reject any or all bids or cancel/withdraw the NIT for the subject package without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action.

10.0 Bids shall be signed and uploaded by someone legally authorized and competent on behalf of his firm / company i.e., Bidder and relevant documents w.r.t. the same to be uploaded along with the bid by the bidders.

The Power of Attorney (on non-judicial stamp paper duly notarized) of such person needs to be furnished along with bid.

11.0 Tie Breaker:- Provisions of GeM Guidelines shall be applicable.

12.0 Address for Communication:

Sh. Surajit Mahindar, Manager (C&M) Hindustan Urvarak & Rasayan Limited (A Joint Venture of CIL, NTPC, IOCL, FCIL & HFCL) Core-4, 9th Floor, SCOPE Minar, Laxmi Nagar District Centre, New Delhi-110092. EPBAX No: 011-2250 2267/ 2268 Email: surajitmahindar@hurl.net.in	Sh. Umang Sinha, Chief Manager (C&M) Hindustan Urvarak & Rasayan Limited (A Joint Venture of CIL, NTPC, IOCL, FCIL & HFCL) Core-4, 9th Floor, SCOPE Minar, Laxmi Nagar District Centre, New Delhi-110092. EPBAX No: 011-2250 2267/ 2268 Email: umangsinha@hurl.net.in
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