

**No. EdCIL/Admn./Pest Control/2018**

**26/02/2018**

**M/s**

All interested Bidder

**Subject: NOTICE INVITING TENDER (NIT) FOR PROVIDING PEST CONTROL SERVICES**

Ed CIL (India) Limited is a Mini Ratna Category –I CPSE under Government of India having its Corporate Office at Plot No. 18-A, Sector 16-A, NOIDA. The building is centrally air-conditioned consisting of one-basement and four floors. It is desired to keep all the areas free from pests like rodents, cockroaches, flies, mosquitoes, termite etc. and for this purpose employ contractors to arrange Disinfestations and Rodent control services at regular intervals.

EdCIL invites sealed quotations from reputed and experienced firms to provide pest control services at the address mentioned below:

1.	Corporate office : EdCIL House, Plot No. 18A, Sector 16A, Noida – 201301, Uttar Pradesh	Approx. Area: 36500 Sq.ft. Area to be covered from Basement and four Floors including Cafeteria & Conference Hall
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Details of the services required and other terms and conditions relating to the award of Contract are given in the Annexure –I.

1. Tender Document is also available on the website of the Corporation which is [www.edcilandia.co.in](http://www.edcilandia.co.in).
2. All interested service providers who are pioneer in the field of professional pest and mosquito control services are requested to submit their sealed quotations as per prescribed form to the reception of EdCIL (India) Ltd. on or before **1500 Hrs. of 12/03/2018** **superscribed “Quotation for providing Pest Control” in the name of Deputy Manager (HR &Admin.), EdCIL (India) Limited, EdCIL House, 18A, Sector 16A, Noida-201301.** The quotations shall be opened internally by Committee.

(Sushant Dey)  
Deputy Manager (Admin.)

## ANNEXURE – I

### TERMS & CONDITIONS

#### 1. SCOPE OF WORK:

The job of Pest control shall include the following:

- (i) **General Pest Control/Anti Termite** which means eradication of Cockroaches, Mosquitoes, Flies, Lizards, rats, removing of beehives, fumigation of canteen store bugs and fly control services, Termite etc through permitted insecticides as per Government of India and WHO norms. The Pest control should cover all the places like spray under the tables, chairs, almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, on lift lobby, on all toilets drain ducts, on all pantry rooms, in all stores and any hidden space under the furniture and should leave no space unattended.
- (ii) **Rodent Control:** Rodent controlling should be done as per orders and instructions on the subject.
- (iii) Agencies must ensure that the pest control once done shall remain effective up to next pest control failing which it shall have to be done again without any cost. The agency should bring the required pesticides or chemicals, spray them through a spray gun or place them if they are dry cubes or carry out such chemical treatment through insecticide sprays. Only company made chemicals like blattenner or burbin and herbal powder mixed with water is to be used.
- (iv) The pesticides, etc. used for pest/rodent control, should not have adverse impacts on human health.

#### Schedule of Treatment:

- (i) Anti Larva Treatment - twice in a month with Baytex 100EE
- (ii) Anti Mosquito Treatment – once in a month with solfac 050 EW
- (iii) Pest Control Treatment - once in a month within premises
- (iv) Bee hives- As & when required

- 2. **Validity of the contract:** The period of contract shall be for a period of two years from the date of start of contract. However, the contract may be extended for a further period of one year on mutual consent. EdCIL reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.

### **3. Eligibility conditions**

- i) The bidder shall have an experience of at least 2 years or more in this field. The bidder should submit a performance certificate from any 2 Govt. Departments or PSUs (Minimum one year experience in one Govt. Deptt./PSU). The bids received without prescribed performance certificate shall be rejected.
- ii) The bidder should have a valid license to stock and use of permissible insecticide for commercial pest control operation. The agency should have their own latest equipment for performing the disinfestations and Rodent/pest control services.
- iii) Bidder Firm should have at least 3 years relevant experience of in Government Organization, public Sectors and Multinational Corporate offices. Bidder should attach documentary proof of Pan No., GST No.
- iv) Bidder should attach list of clients along with the details of contact person, Tel. Nos., Fax, and complete address.

### **4. Earnest Money Deposit (EMD):**

- i) The bidder shall furnish an amount of Earnest Money of Rs. 5,000 (Rupees Five Thousand only) by way of Demand Draft drawn in favour of "EdCIL (India) Limited" payable at Noida. Any bid received without EMD will be summarily rejected. The EMD will be returned interest free to the unsuccessful tenderers after three months from the closing date of the tender or one-month after the award of the contract whichever is later. However, Bidders registered with NSIC /MSME are exempted from payment of EMD.
- ii) In case of successful tenderer, EMD will be retained for the period of the contract. Thereafter, it will be returned interest free within 3 months from the close of contract to the tenderer.
- iii) In case of successful tenderer, EMD amount will be forfeited to EdCIL in the following cases:- i) If, after acceptance of the contract, the tenderers fail to carry out the service/supply in accordance with the terms and conditions of the contract. ii) If the tenderer withdraws the tender during the validity period. iii) Completion of services should not be done in accordance with the terms and conditions of the contract. Any unexcused delay will not only warrant forfeiture of EMD amount and /or closure/ termination of the contract for default

**5. Submission of Tenders:**

- (i) The quotation indicating monthly rates for Pest Control (exclusive of taxes) must be submitted in a sealed envelope with the following certificate duly signed :-  
"I have physically inspected both the premises and understand the volume of work and I agree to the terms and conditions laid down in the NIQ".
- (ii) The quotation along with an envelope containing EMD is to be kept in a big sealed envelope.
- (v) The envelope containing EMD should not be sealed and kept open.
- (iv) The sealed envelope containing all bids must be delivered to the office of Deputy Manager (Admin.), EdCIL (India) Ltd., EdCIL House, 18A, Sector 16A, Noida by 1500 Hrs. of 12/03/2108.
- (v) The bids shall be opened on same day i.e 12/03/2018 at 1530 Hrs. in the presence of authorized representatives of bidders.
- (vi) Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, at all, under any circumstances.

- 6. Agencies are advised to visit the places of work for assuring the nature and volume of work realistically before quoting the rates.
- 7. The pest controlling exercises are to be undertaken on weekly basis, preferably on Saturday/Sunday.
- 8. The quoted rates should include the cost of pesticides and related labour and transportation charges. The chemicals/pesticides used by the agency be purchased from reputed concern and should be ISI Marked and/or WHO approved.
- 9. The rates should be mentioned in figures as well as in words exclusive of taxes and levies.
- 10. No handicapped, medically unsound or child labour shall be engaged for work by the contractor.
- 11. Contractor shall have to supply gloves and protective clothes, shoes, liveries, implement and tools, which required for carrying out the job.
- 12. Contractor shall be liable for any penalty, which may be imposed by labour court for violation of any labour laws.

13. The contractor shall be liable to pay minimum wages the laboures engaged by him for the work notified by the department of labour, Govt. of India, from time to time. However the Corporation will not have any liability on his part for payment on account of enhanced rates.
14. **Payment:** Payment to the successful bidder shall be released on Quarterly basis on submission bill along with copy of Log Book for the services rendered in the particular quarter. The bills will be submitted at respective site(s) for payment.
15. **Validity of Tender:** Rates quoted by the Firm shall remain valid for a period of 90 days or more.
16. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India instructions issued from time to time.
17. EdCIL reserve the right to cancel the Contract any time during the currency of the Contract without assigning any reason, whatsoever, if the services provided by the firm are found to be unsatisfactory.
18. Past performance of the agency with EdCIL will be taken into consideration while short listing the agency.
19. Agency registered with MSEs will be given preference as per the Public Procurement Policy for Micro and Small Enterprises (MSEs) 2012.

Yours Sincerely,

(Sushant Dey)  
Deputy Manager (Admin.)

## **TECHNICAL INFORMATIONS AND UNDERTAKING**

### **Subject: Tender for "Pest Control"**

1. Name of the Tenderer/Concern : \_\_\_\_\_

2. Address (with Tel.& Mob. No.) : \_\_\_\_\_

3. Nature of the concern : \_\_\_\_\_

(Sole proprietor or Partnership firm or a Company or A Government Department or a Public Sector Organization) Attach proof

4. Registration Number of Firm : \_\_\_\_\_ (if any)

5. PAN Number of Tenderer/Concern : \_\_\_\_\_ (copy attach)

6. GST No. \_\_\_\_\_ (copy attach)

7. Earnest money/Demand draft no. \_\_\_\_\_ dt. \_\_\_\_\_ from Bank Name  
\_\_\_\_\_ Amounting to Rs. \_\_\_\_\_ as earnest money deposit.

8. Annual Turnover of firm \_\_\_\_\_ (attach proof)

9. Whether each page of Tender Annexure have been signed and stamped) Yes/No

10. List of important organization with address and telephone number to whom services  
have been provided during the last three years with period of contract to be enclosed.

11. Any other information.

Date : \_\_\_\_\_

(Signature of authorized person with stamp)

## PRICE BID

### 1. EdCIL House, 18A, Sector 16A, Noida - 201301

S. No.	Particular of Work	Monthly Rate without GST	Yearly Rate without GST
1.	Job of pest control as per given details in "Scope of Work" at S.No. 1 in the tender document		

GST, if any \_\_\_\_\_

(Signature of the authorized person with stamp)

