

F. No. D.16012/21/2015-General  
Government of India  
Ministry of Drinking Water and Sanitation

8<sup>th</sup> Floor, Paryavarn Bhawan,  
CGO Complex, Lodhi Road  
New Delhi-110003.  
Dated the 10<sup>th</sup> December, 2015

**TENDER NOTICE**

**Subject: Notice Inviting Tender (NIT) for providing Pest Control Services**

The Ministry of Drinking Water and Sanitation invites sealed quotations from reputed and experienced firms to provide pest control services in its Office located at 4<sup>th</sup> floor, 8<sup>th</sup> floor, 9<sup>th</sup> floor and 12<sup>th</sup> floor, Paryavarn Bhawan, 6<sup>th</sup> floor, Block No. 11, CGO Complex and office of the MOS(I/C) for DWS at Krihish Bhawan, New Delhi. Details of the services required and other terms and conditions relating to the award of Contract are given in the Annexure -I.

2. Tender Document is available on the website of the Ministry as well as CPP Portal.

3. All interested service providers are requested to submit their sealed quotations as per prescribed procedure to this office on or before **1500 Hrs. of 29<sup>th</sup> December, 2015 in Room Under Secretary (Admn.), 8<sup>th</sup> floor, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi.** The quotations shall be opened at 4 PM on the same day in his Room.



(Subrata Sanyal)

Under Secretary to the Govt. of India  
Tel. No. 24368612

To

- ✓ 1. The Technical Director (NIC) for hosting on the Ministry's web site.
2. CPP Portal.

**TERMS & CONDITIONS**

- |                                               |                                                                                           |
|-----------------------------------------------|-------------------------------------------------------------------------------------------|
| 1. LAST DATE & TIME OF                        | 29 <sup>th</sup> December, 2015                                                           |
| 2. RECEIPT OF QUOTATIONS                      | 1500 Hrs.                                                                                 |
| 3. DATE & TIME OF OPENING<br>OF TECHNICAL BID | 29 <sup>th</sup> December, 2015<br>1600 Hrs.                                              |
| 4. PLACE OF SUBMITTING QUOTATIONS :           | US(Admn.), 8 <sup>th</sup> floor, Paryavarn Bhawan<br>CGO Complex, Lodhi Road, New Delhi. |

**5. SCOPE OF WORK :**

The job of Pest control services in the Ministry's Offices located at 4<sup>th</sup> floor, 8<sup>th</sup> floor, 9<sup>th</sup> floor and 12<sup>th</sup> floor, Paryavarn Bhawan, 6<sup>th</sup> floor, Block No. 11, CGO Complex and office of the MOS(I/C) for DWS at Krihish Bhawan, New Delhi shall include the following:

(i) **General Pest Control/Anti Termite** which means eradication of Cockroaches, Mosquitoes, Flies, Lizards, 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, almirah, 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.

(iv) The pesticides, etc. used for pest/rodent control, should not have adverse impacts on human health.

(v) The spray up jobs should be done before or after office hours without any inconvenience to the working of the Ministry. The Jobs should be done once in every week and log sheet of Jobs done every time should be got signed by the care taker of the Ministry and counter signed by Section Officer (Genl.)

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



### 7. Eligibility conditions

- a) The bidder should have an experience of at least 2 years or more in this field. The bidder should submit a performance certificate as in Form 1 from any 2 Govt. Departments or PSUs (Minimum one year experience in one Govt. Deptt./PSU). The bids received without prescribed experience certificate shall be likely to be rejected.
- b) The bidder should have a valid license to stock and use of permissible insecticide for commercial pest control operation.
- c) Copy of VAT/Sales Tax/Service Tax Registration Certificates.
- d) List of Customer along with the details of contact person, Tel. Nos Fax, and complete address.

**8. Earnest Money Deposit (EMD) :** 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 "PAO, Ministry of Drinking Water and Sanitation" payable at New Delhi. The bid security of the unsuccessful bidder will be discharged/returned subsequent to the award of Contract.

### 9. Submission of Tenders:

- (i) The quotation indicating monthly rates for Pest Control (exclusive of taxes) must be submitted in a sealed with the following certificate duly signed :-

"I have physically inspected the premises and understand the volume of work and I agree to the terms and conditions laid down in the NIT".

- (ii) The quotation along with an envelope containing EMD is to be kept in a big sealed envelope.
  - (iii) The envelope containing EMD should not be sealed and kept open.
  - (iv) The sealed envelope containing all bids must be delivered to the Under Secretary (Admn), 8<sup>th</sup> floor, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi on 28<sup>th</sup> December, 2015 at 1500 Hours.
  - (v) The bids shall be opened on same day at 1600 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.
10. Agencies are advised to visit the place of work for assuring the nature and volume of work realistically before quoting the rates.
11. The pest controlling exercise is to be undertaken on weekly basis, preferably on Saturday/Sunday.
12. 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.
13. The rates should be mentioned in figures as well as in words exclusive of taxes and levies.

### 14. Performance Security:

- a. The successful bidder shall be required to deposit an amount up to 10% of the contract value within 15 days of issue of letter of intent, as Performance Security. The exact amount will be detained and conveyed to the successfully tenderer.

(3)

b. Performance security shall be submitted in the form of Demand draft drawn in favour of DDO, Ministry of Drinking Water and Sanitation" payable at New Delhi and shall be valid for at least 60 days beyond the date on which the contract is to terminate.

c. If the contractor fails or neglects any of his obligations under the contract, Ministry of Drinking Water and Sanitation reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

15. **Payment:** Payment to the successful bidder shall be released on Quarterly basis for the services rendered in the particular quarter. A certificate from the users be obtained and attached with the bill for satisfactory work.

16. **Validity of Tender:** Rates quoted by the Firm shall remain valid for a period of 90 days or more.

\*\*\*\*\*