


TENDER ENQUIRY

(Tender Enquiry No. 02- RTC/AN/AMC/08

Dated: 17/04/2018)

RTC, Kolkata (Ministry of Defence) complex is spread over an area of five acres of land and this complex has 07 buildings. Two buildings are residential with 04 occupants. Besides there are 02 kitchens requiring special treatment. In view of the above the RTC, Kolkata (Ministry of Defence) invites sealed bids from established firms/bidders for **Pest Control Services** for its entire area located at EM Block, Sector V, Salt Lake, and Kolkata – 700091 as per the details given below :

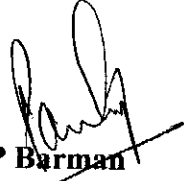
1. Eligibility:- As per Annexure I
2. Proposed validity of the contract: - 01 (one) Year.
3. Availability of Tender Documents:-
 - i) Place: Administrative (Office) Building during office hours and **PCA (Fys)** website www.pcafys.nic.in
 - ii) Date: On or before **11/05/2018 at 5:00 P.M.**
4. Opening of Bids: - Price & Technical bids shall be opened at RTC, Kolkata on **14/05/2018 at 11:00 A.M.**
5. Method/manner for submission of Bids:- An envelope super-scribing Tender for **“Pest Control Services at RTC, Kolkata”** having **“Technical/Financial Bid”** must bear the name and address of the party and shall be addressed to **“The Director, RTC (Kolkata), EM Block, Sector V, Salt Lake, Kolkata – 700091.**
6. Validity of Bids: - **90 days** from opening of **Technical/financial bid.**
7. The **Director (RTC)** reserves the right to reject the whole or part of the bids without assigning any reason.


(P Barman)
Sr. Accounts Office

GENERAL TERMS & CONDITIONS


1. Contractors are advised to inspect the premises and check the magnitude of pest infestation as also the nature and extent of pest attack so as to make arrangement is obtaining for satisfactory treatment before submitting the quotation.
2. Any doubt about the scope of work should be got cleared from the undersigned before quoting the rates for the same.
3. The **Financial Bid (Annexure III)** shall be exclusive of any service tax (GST), education cess, secondary and higher education cess or any other applicable taxes. The taxes as may be levied by the Government from time to time shall be charged by the contractor in addition to the rates quoted in the bid by the contractor.
4. The chemicals like Glue Trap, Robon, Fipronil, Foratex and Carbolic etc. must be used in all the treatments should conform to the stipulations of the relevant latest Indian Standards.
5. Contractor has to submit the copy of valid licence issued by State/Central Govt. for carrying out the Pest Control Business.
6. Contractor shall also submit copies of certificate of Registration from GST Authorities, **PAN/TIN Registration No.**
7. Income Tax Return for last **03 (three) financial years** of the firm/owner may also be submitted.
8. Rate quoted shall be on annual basis. However, payment will be made on **monthly basis** after reviewing the performance of the firm and on the basis of receipt of bill/demand letter.
9. The information such as method of treatment proposed, chemicals proposed to be used, concentration and the rate of application of the chemicals used shall be furnished along with the quotation.
10. Providing Pest Control Service for eradication of all types of pests like Mice, Rats, Bandicoots, Cockroaches, Ants, Bed Bugs, Snakes, Mosquitoes etc. at the above mentioned premises. The service must be guaranteed to keep the premises free of above mentioned pests.
11. If at any time during the contract period, the treatment is found ineffective, the contractor shall be required to repeat the treatment to make it effective at his own cost.
12. The mode of the Pest Control shall be as stated in **Annexure II**.
13. The contractors are requested to visit the premises to familiarize themselves with the scope of work before quoting the rates. No claim on account of unfamiliarity or variation of area of premises etc. will be entertained. **Scope of work is for entire premises of RTC-Kolkata.**
14. Special care must be taken to prevent hazard due to use of toxic insecticides. All chemicals used must be safe for human and livestock [i.e. (i) **No Odour**, (ii) **No Baits**, and (iii) **Non-repellent**]. **DDT** and other chlorinated products must not be used.
15. Intimation proposing the date/time of treatment must be sent in advance. Any change in the proposed date if desired will be intimated to the contractor and the contractor shall have to adjust his work schedule accordingly.
16. Payment will be made during the contract period on **monthly basis** on submission of bills with the certificate for satisfactory completion of service.
17. Canteen, kitchen, storeroom and lunch room area must be treated with extra care. All fixtures/fittings and electrical gadgets including refrigerator, cooler etc. must be checked regularly to ensure disinfestations.
18. If during the contract period, performance is not found satisfactory, the contract will be terminated with one month's notice from either side.

19. The period of contract shall be for **01 (one) year** from the date of acceptance of work order. However, the contract will be reviewed quarterly and extended subject to satisfactory performance of the contractor and on the mutual consent of both the parties.
20. **Director (RTC)/his or her representative** will deduct Income Tax at source under Section 194-C, Income Tax act as applicable from the tenderer/bidder's bill at the prevailing rates of such sum as income tax on the income comprised therein.
21. The tenderer/bidder should have the experience of similar works at least for **05 years**.
22. Resolution of Board meeting authorizing the person to sign tender document (if **applicable**) should be furnished.
23. The contract can be terminated by the **Director (RTC)/his or her representative** with one month notice, if during the tenure of the contract the performance is not found to be satisfactory and in this regard the decision of the **Director (RTC)** will be final and binding on the Agency.
24. Failure by the service provider to comply with any statutory requirements during period of contract shall result in termination of the contract and subsequent qualification for participation in any future tender.
25. Pesticides/Insecticides which are to be used should be as approved by **WHO and Central Insecticide Board**.
26. **Prices should be quoted on a firm & fixed price basis. Request for enhancement of contracted rates shall not be considered under any circumstances. Tenders with variable prices or seeking provision for enhancement of prices/contracted rates shall be rejected straight away without any consideration.**
27. All pages and pasted slips should be signed by the Bidder and no page shall be added or removed from the set of **Bid Document**. Duly signed Bid Document is to be returned as a token of its acceptance.


P Barman
Sr. Accounts Officer

-: MODE OF THE PEST CONTROL:-

Sl. No.	Details of Pesticide Treatment	Periodicity of Pesticide Treatment
1.	Pesticide treatment for Mice, Rats and Bandicoots.	Twice in a month.
2.	Pesticide treatment for Cockroaches, Ants.	Monthly.
3.	Pesticide treatment for Bed Bugs.	Twice in a month.
4.	Pesticide treatment for Snake.	Twice in a month.
5.	Mosquito Treatment.	Twice in a month.



(P Barman)
Sr. Accounts Officer

:- FORMAT OF FINANCIAL BID:-

To

**The Director,
Regional Training Centre (ER)
Ministry of Defence
EM Block, Sector – V,
Salt Lake, Kolkata – 700091**

Sir,

With reference to your tender enquiry dated for providing Pest Control Services at RTC, Kolkata, EM Block, Sector V, Salt Lake, Kolkata – 700091, I/We quote the rates as given below :

Sl. No.	Particulars	Price Bid Rate for one year (excluding taxes)
1.	Pest control Services at RTC, Kolkata Total Bid Value	Rs.----- (In figures) -----

I/We have read the tender document and understood all the terms and conditions for providing Pest Control Services as indicated in the **schedule – 2** of the tender document.

Signature: -----

Name: -----

Address: -----

Date: