

No. D-16016/71/2017-CT/ Gen.I
GOVERNMENT OF INDIA
NITI Aayog
Sansad Marg,
New Delhi-110001.

Dated:- /02/ 2018

TENDER NOTICE

SUBJECT:- Invitation for Tender in respect of contract for providing Pest Control services in the NITI Aayog, New Delhi .

NITI Aayog invites sealed quotations (on-line) from reputed and experienced firms to provide pest control services in its office located at Sansad Marg, having 400 (Approx.) rooms and covered area of 7280sqm (Approx.). Details of the services required and other terms and conditions relating to the award of Contract are given in the Annexure -II.

2. The Terms & Conditions of the tender are given at Annexure-II and instructions for on-line bid submission are at Annexure-III. The check-list of documents to be submitted along with the bid is at Annexure-IV.

3. The bidders have to submit bids as per the proforma given along with the tender document in Annexure-II. The rates are to be quoted in Indian Rupees, **Excluding GST**. The scanned copy of Earnest Money Deposit (EMD) of **Rs. 10,000/- (Rupees Ten Thousand only)** must be uploaded with the tender document and the EMD in original (in sealed cover superscribed with the words: "EMD - for provide pest control services in NITI Aayog") is to be dropped in the "EMD Box" kept at Reception Area of NITI Aayog within the office hours w.e.f. 01.03.2018 (12.00 noon) to 21.03.2018 (upto 2:00 p.m.).

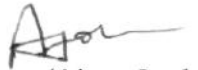
4. The last date and time for submission of bids is 21.03.2018 (up to 2.00 p.m.). The bids shall be opened online at 3.00 P.M. on 22.03.2018 by the duly constituted Tender Opening Committee. One authorized representative of each participating firm/agency/company, who wish to be present to view the tender opening process, will be allowed to do so.

5. All the required documents in support of the eligibility criteria are also to be positively uploaded along with the tender documents. The bidders are advised, in their own interest, to submit the desired papers/ documents with their bids as per the requirements indicated in **Annexure-IV** failing which their bids may be declared as non-responsive, without any further reference to them. The format in which the bids are to be submitted is provided at Annexure-I (Bid format).



Cont. 2

6. Complete tender documents may be downloaded from the website of Central Public Procurement Portal (<http://eprocure.gov.in/eprocure/app>) and from NITI Aayog website (<http://niti.gov.in>) with effect from the date of publication of the tender notice. Information or any corrigendum related to this tender will be available only on website of Central Public Procurement Portal/NITI Aayog. However, if any clarification is required on any particular point the undersigned may please be approached for the same, before the closing date of the instant tendering process.



(Ajay Joshi)

Under Secretary to the Govt. of India
Tel. No. 011-23096636.

APPLICATION

1. Name of the Bidding Company/
Firm/Agency (Bidder)
2. Status of the firm _____
(Whether Proprietary/Partnership/Company)
3. Name(s) of the Owner/Partner/Director(s) _____
4. Full address of Registered Office _____

5. Full address of the operative branch of
the Bidder (in Delhi/New Delhi/NCR) _____

6. Name of Banker with complete address

- Telephone no. of the Banker _____
7. Registration Details (self-attested copies to be enclosed):
 - (a) PAN/TIN No. _____
 - (b) Valid license/authorization issued
by the competent authority in such
matter for executing the work of
pest/rodent control etc. _____
 - (c) GST Registration No. _____
 - (d) Proof of Income Tax Assessment
(the name of the document) _____
- (Copies of ITR of last three years)
8. Details of Earnest Money Deposit (Rs.10,000/-):
 - (a) Banker's Cheque No./Demand Draft No. _____
 - (b) Date _____
 - (c) Name of Issuing Bank _____

TERMS & CONDITIONS OF THE CONTRACT

I. SCOPE OF WORK:

The job of Pest control shall include the following:

(i) General Pest Control/Anti Termite: which means eradication of Cockroaches, Mosquitoes, Rats, Flies, Lizards, Termite etc. through permitted insecticides as per Government of India and WHO norms. The Pest control should cover all the places like 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, Library halls in all stores and any hidden space under the furniture and should leave no space unattended.

(ii) 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 beings.

(v) Specified treatment for termite and wood borer control required in any of the area specified of Sansad Marg will be provided by the firm without any extra charge.

(vi) The pest/rodent control measures to be taken by the firm on weekly basis preferably on Saturday (initially for two month period) and thereafter this exercise should be done on fortnightly basis and as and when required / instructed to take this exercise

II. 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 another two years (total 03 years) on quarterly /half yearly/ yearly basis, subject to satisfactory performance of the contractor. No request / claim for any hike in the approved rates would be entertained, under any circumstances, during the period of contract. Hence, the rates should be quoted with this provision in mind. Furthermore, NITI Aayog reserves the right to terminate the contract by giving 15 days' notice and without assigning any reason thereof. The validity of the bids received against the tender will be 120 days Rates.



III. Instructions to Bidders:

- 1) Bids received after the specified date and time will not be accepted. If the EMD in original is not received by 21.03.2018 (2.00 P.M), the bids will summarily be rejected. The EMD of the unsuccessful bidder will be returned only after finalization of the due tendering process. No interest will be payable on the EMD.
- 2) If any bidder withdraws his bid at any point of time during the tendering process, the EMD of the concerned bidder will stand forfeited. **Validity of the bid is Ninety days** from the date of opening the bid.
- 3) Rates should strictly be quoted in accordance with the specifications. The bidders are advised to quote their rates (excluding GST) as per specifications indicated in the relevant Annexures of this tender document, failing which their bids shall be out-rightly rejected. Taxes (GST) will be paid extra as applicable.
- 4) The Bidder should upload duly filled in scanned copy of the details as per Format at Annexure-I, III(A, B &, C) and also upload self-attested copies of the supporting documents while doing the on-line bid submission. List of such documents is given at Annexure-IV for ready reference. The details of experience, eligibility criteria etc., should also be scanned and uploaded along with bids. L-1 firm will provide pest control services in NITI Aayog, located at Sansad Marg, New Delhi. Any over writing in Annexure-III(A, B & ,C) is not allowed, if found, the bid will be summarily rejected.

IV. Eligibility Criteria

1. The Registered Office or Branch Office of the bidding Company/firm/Agency (i.e., the Bidder) should be located in Delhi/New Delhi/NCR Region. The Bidder is required to upload the proof of its office address along with telephone number during the online bid submission.
2. The Bidder should have its own Bank Account, TIN Number, PAN Card, GST Registration. Duly signed copy of the same should be uploaded with the Tender during the online bid submission. The firm should also enclose copies of Tax registration and copies of last three years' Income Tax return.
3. The bidder should have the experience of dealing with at least one State /Central Government Ministry/Department/PSU/Autonomous Bodies etc for at least two full years.
4. The bidder should have well qualified experienced in pest control services. There would be at least one such person available as per the specific request of this Department for any particular day(s) by the successful bidder.
5. The Bidder should upload duly signed certificate, stating that "they have carefully read the terms and conditions of the Tender and accepted all the provisions of the Tender" during online bid submission.

