

TENDER FOR
ANNUAL CONTRACT FOR GENERAL PEST CONTROL,
RODENT CONTROL & ANTITERMITE TREATMENT IN NIB
CAMPUS NOIDA.

SCHEDULE FOR INVITATION OF BIDS

1.	Sale Period/ Period for downloading Tender	27.04.2018 to 17.05.2018
2.	Last Date of submission of Tenders	18.05.2018, 3:00 P.M.
3.	Pre Bid meeting	10.05.2018 at 3:00 P.M.
4.	Date of Opening of Technical Bids	18.05.2018, 4:00 P.M.
5.	Opening of Price Bids	To be intimated separately only to technically eligible bidders
6.	Tender Fee	Rs. 560/- (Rs. Five hundred sixty only) including GST, by demand draft in favour of "National Institute of Biologicals, Noida" payable at Noida.

Name of bidder	
Address of Bidder	
Phone Nos.	i-landline Nos. ii- Cell Nos.
E-mail Id	
Contract Persons	i- ii- iii-

APRIL – 2018



NATIONAL INSTITUTE OF BIOLOGICALS

(Ministry of Health & Family Welfare)

A-32, SECTOR- 62 (INSTITUTIONAL AREA),

NOIDA - 201 309 (U. P.)

Tel: 0120-2400022, 2400072, Fax: 0120-2400074, 2403014

e-mail: info@nib.gov.in

Website: www.nib.gov.in

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29/04/18

- d) The contractor should have registration under the law with statues such as ESI, EPF Service tax and labour department etc. pertaining to engagement of labour for such works. The bidder shall attach documents in support of registration details:

3. Financial Capability:

The average annual financial turnover during the last 3 (three) years ending 31st March -2017, should be at least **Rs.5.00 lakh** for carrying out similar nature of work particularly annual contracts for General Pest & Rodent Control Services.

4. Earnest Money Deposit (EMD):-

The bidders are required to deposit Demand Draft of **Rs. 5000/ (five thousand)** in favour of the "National Institute of Biologicals, payable at Noida/ New Delhi, as Earnest Money Deposit (EMD) along with original tender documents for this work. EMD will be returned to unsuccessful bidders after award of the contract. No interest shall be payable by NIB on EMD. EMD will be returned on acceptance of work order and deposit of performance security by the successful bidder.

5. Tender Document Fee: -

Nontransferable tender document containing terms & conditions, technical bid, scope of work, specifications, price bid proforma etc. can be obtained from the Finance Section of this Institute on all working days at scheduled date and time on written request by the agency on the letter head of the firm and on payment of tender fee mentioned in advertisement, only through crossed demand draft/pay order (non-refundable) in favour of "National Institute of Biologicals", payable at Noida. Before obtaining the tender document, bidders are advised to go through the tender document particularly eligibility criteria, scope of work etc. in their own interest.

Alternately the tender document can be downloaded from NIB web site www.nib.gov.in or Central Public Procurement Portal but tender fee must be deposited with the technical bid. Tender/Bid received without tender fee is liable to be rejected.

6. Procedure for submission of tender:

The tenders are invited under two bid (two envelope) system i.e. Technical Bid and Price Bid

6.1. Technical Bid (Envelop No -1) shall contain,

The tender document in original including a copy of unfilled PRICE-BID (FORM-II) duly signed and stamped at each page as a token of acceptance of complete document.

- i) Self attested copies of experience certificates or work completion certificates issued by the client in support of experience of similar nature of works as per eligibility
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9. Bid Validity:

The bids shall be valid for 90 days from the last date of submission.

10. Evaluation of Tenders:

- a. Technical and Financial Bids shall be opened by the Designated Committee in presence of the bidders.
- b. Total number of Bids received will be announced to the bidders at the time of opening of technical bids.
- c. Technical Bids will be opened first. Price Bids of only those bidders who are found eligible in the Technical evaluation will be considered and opened.
- d. The bids not accompanied with experience certificate, balance sheet, registration certificate etc. as per the tender conditions will be treated as non-responsive and non-eligible.
- e. During evaluation of bids, NIB at its sole discretion may ask clarification from the bidder (s), if any, in their bid and the bidder is required to respond within the stipulated time period failing which NIB will take suitable decision in this regard.
- f. Evaluation committee will evaluate the Technical and Financial Bids and submit their reports/recommendations to the competent authority for eligibility of bidders and award of work.

11. Award of Contract:

- (i) NIB will notify the successful bidder that his tender has been accepted and work order will be sent to the bidder describing the works to be carried out and the same shall be returned duly acknowledged affirmatively by the bidder as a token of acceptance.
- (ii) Period of Contract - Initially for one year. However, the contract can be extended on the existing rates, terms & conditions from year to year for another two years purely on the basis of performance.
- (iii) Foreclosure of contract due to abandonment or reduction in scope of work - If at any time after acceptance of the tender, National Institute of Biologicals, decides to abandon or reduce the scope of the work for any reason, whatsoever, and does not require the whole or any part of the work to be carried out, the Institute shall give one month's notice in writing to that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise, whatsoever, on account of any profit or advantage which he might have derived from the execution of the work in full but for the foreclosure of the work.
- (iv) Subletting- The contractor shall not assign or sublet the work.

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- 15.3 In case of short deployment of manpower as given in the contract, Institute will make suitable/ proportionate deduction from the bills on the basis of the rates quoted by the contractor.
- 15.4 The contractor shall be responsible for proper maintenance of decorum, punctuality, discipline and work output. The personnel so deployed by him should be in a proper, neat & clean well-dressed uniform. Providing of uniform etc to the deployed staff shall be the responsibility of the contractor. If the staff are not present in uniform, a penalty @ Rs 100/per day/per person will be levied and deducted from the bill. The choice & colour of the uniform will be decided in consultation with NIB.
- 15.5 **Levy/Taxes payable by contractor** – All taxes on materials in respect of this contract shall be payable by the contractor and NIB shall not entertain any claim whatsoever in this respect.

All tendered rates shall be inclusive of all taxes and levies payable under respective statutes. However, pursuant to the Constitution (46th Amendment Act, 1982), if any further tax or levy is imposed by Statute, after the last stipulated date for the receipt of tender including extensions if any and the contractor thereupon necessarily and properly pays such taxes/levies, the said amount so paid by the contractor shall be reimbursed by NIB. .

- 15.6 The wages of labour component shall be adjusted based on the revision in minimum wages as notified by the concerned labour department from time to time subject to the condition that the notified minimum wage is more than the amount charged by the Contractor from NIB. Therefore if the agency proposes full time deployment of labour, they are required to submit price break-up for labour and material component in the price bid.
16. **Applicable Law:**
- 16.1 The contract shall be interpreted in accordance with the Laws of the Union of India. Contractor shall be solely responsible for compliance of all labour laws, payment of fair wages(as notified by the labour department for central sphere)/ salaries and allowances to his personnel that might become applicable under any new act, law or order of the State Government / Central Government. NIB shall have no liability whatsoever in any manner.
- 16.2 Minimum wages act to be complied with - The contractor shall comply with all the provisions of the Minimum Wages Act, 1948, and Contract labour (Regulation and Abolition) Act, 1970, and rules framed hereunder and other labour laws affecting contract labour that may be brought into force from time to time.

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FORM-1

TECHNICAL BID

Note: Documentary evidence are required to establish fulfillment of all condition mentioned herein.

1. TENDER DOCUMENT FEE: Rs. 560/- including GST
(Details of DD amount, Bank name, DD No.)-----
2. EMD Rs. -----/-
(Details of DD amount, Bank name, DD No.)-----
3. Name of the Company/Firm/ Agency:
The Bidder company/Firm/ Agency should have been registered under the law as applicable.
(Attach relevant documents for Registration Details).
4. Address of Head Office:-----
5. Address of Regional Office, if any:-----
6. Branch Office nearest to NIB, Noida:-----

7. Details of Company's past experience (Minimum three years in the field)

Sr. No	Period (year)	Name of the client with the address And contact number	Contract value
1			
2			
3			

8. Details of three running contracts in the field of Pest Control. (Please enclose proof)

Sr. No	Period (year)	Name of the client with the address And contact number	Contract value
1			
2			
3			

9. Details of documents related to company:

	Registration Number	Date of Issue/Registration
PAN		
GSTN		
License		
ESI		
PF		
IPCA/PCAI or any other pan India Pest Control Association membership		
Any other registration		

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[Handwritten signatures]

19. SCOPE OF WORK

Area of operations for Pest Control, Rodent Control, & Antitermite Treatment are as follows:

Srl. No.	Name of the building and 3 meters surrounding area to protect from pests, rats, bats, rodents, snakes, white / red / black ants/wood borers, mosquito / flies control, general disinfection, bed bugs and other possible insects including wasp, honey bees etc. in any of the area or building .
1.	Guest House. (Approx area 3,000 Sq mtr.)
2.	Hostel. (Approx area 2,200 Sq mtr.)
3.	Laboratory & Animal House. (Approx area 14,,500 Sq mtr.)
4.	Administrative Building. (Approx area 7,000 Sq mtr.)
5.	Cafeteria. (Approx area 1,850 Sq mtr.)
6.	Library Building. (Approx area 1,000 Sq mtr.)
7.	Gate House, Security Room, D. G. Room, Sub-stations -I, II & III and Training Animal House. (Approx area 2,500 Sq mtr.)
8	Fogging for mosquitos in open areas of campus as per requirement.

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(B) Rodent Control:

Effective control of Rats, Bats & Rodent inside the building including inside the false ceiling : The building is surrounded by the trees and plant and has open land area and therefore, rats, bats and rodent control is the main purpose of the tender. Rats, Bats, Rodent should be controlled by:

- a. Catching Rats or,
- b. Placing a glue mat or
- d. Placing ultra-sonic sound devices as may be required in multiple numbers on all floors to force bats out from false ceiling etc. or
- e. Doing permitted spray or putting herbal/chemical tablets etc. to keep rats, bats and rodents away from buildings or force rats/rodents to move outside from the building or
- f. Combinations of any of the above or any other latest tested & accepted method in the market.

It would be endeavor of the agency that by using chemicals, rats/rodents should not die inside the building or above the false ceiling. By chance if so happen it would be located and sanitized by the agency.

(C) Post Construction Termite control:

- a. Post construction Antitermite treatment 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.
- b. The treatment would be done by drilling holes on the floor adjacent to bricks walls, wooden chamber, paper files, compactor rooms etc. to ensure that termite should not attack on wooden items and office files. Antitermite treatment at ground along the building plinth will be done at regular intervals depending upon the nature of termite infestation.

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- ❖ Service Schedule for each Building or Site: The contractor shall provide complete service schedules that include daily, weekly, monthly and biannually treatment.
- ❖ Structural or operational change: Description of any structural or operational change that would facilitate pest control effort.
- ❖ Commercial Pesticide Applicator Certificates or Licenses:
 - (i) The Contractor shall provide duly attested photocopies of government issued Commercial Pesticide applicator Certificates. Every operator/applicator employee will be provided with the authority to operate upon the machine/ equipment and ensure that the person engaged to operate upon the tools and equipment to spray the material should be competent and trained person who should have prescribed qualification/ authority if any under the applicable law and rules thereof.
 - (ii) The Contractor shall be responsible for carrying out work according to the approved Pest Control Plan.
The safety of the workmen and material will be the responsibility of the Contractor. He is expected to take such safety measures as are normally required to be taken for execution of this type of work.
 - (iii) The chemicals and materials shall be stored under lock and key. Only authorized person will open the room.

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APPENDIX - A

PROFORMA FOR PERFORMANCE BANK GUARANTEE
(On stamp paper of appropriate value from any Nationalized Bank)

To,

M/s National Institute of Biologicals
Plot No. A - 32, Sector - 62,
NOIDA - 201 309.

Dear Sir,

In consideration of *National Institute of Biologicals* (hereinafter called as the Employer which expression shall include his successor and assigns having awarded to (here in after referred to as the said Contractor or Contractor' when expression shall wherever the subject of context so permits include its successors and assigns) a contract No. In terms inter alia, of the NIB's Letter No. dated. and the General Conditions of Contract and upon the condition of the contractor's furnishing security for the performance of the contractor's obligations and discharge of the contractor's liability under in connection with the said contract up to a sum of Rs..... (Rupees..... only) amounting to 10 % (Ten) percent of the total contract value.

1. We (here in after called "The Bank which expression shall include its successors and assigns) hereby jointly and severally undertake to guarantee the payment to The Employer in rupees forthwith on demand in writing and without protest of demur or any and all moneys anywise payable by the contractor to The Employer under in respect of or in connection with the side contract inclusive of all The Employer's losses and damages and costs, (inclusive between attorney and client) charges and expenses and other moneys anywise payable in respect of the above to this guarantee up to an aggregate limit of Rs./- (Rupees.....only).
2. We Bank further agree that The Employer shall be sole judge of and as to whether the said contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of loss, damage, cost, charges and expenses caused to or suffered by or that may be caused to or suffered by The Employer on account thereof and the decisions of The Employer that the said Contractor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered by The Employer from time to time shall be final and binding on us.

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may have obtained or obtain from the contractor shall at the time when proceedings are taken against the said bank hereunder be outstanding or unrealized.

10. We the said Bank undertake not to revoke this guarantee during its currency except with the consent of the Employer in writing and agree that any change in the constitution of the said contractor or the said Bank shall not discharge our liability hereunder.
11. We.the said Bank further that we shall pay forthwith the amount stated in the notice of demand notwithstanding any dispute/ difference pending between the parties before the arbitrator and/ or that any dispute is being referred to arbitration.
12. Notwithstanding anything contained herein above, our liability under this guarantee shall be restricted to Rs... (Rupees.....) and this guarantee shall remain in force till and unless a claim is made on us within 3 (Three) months from that date, that is before all the claims under this guarantee shall be forfeited and we shall be relived of and discharged from our liabilities thereunder.

Datedday of2018.

For and on behalf of Bank.

Issued
Under
Seal

Company seal with name & signature of authorised signatory.

4. The National Institute of Biologicals hereby covenants to pay the Contractor in consideration of the execution and completion of the works and the remedying of defects therein the Contract Price or such other sum as may become payable at the times and in the manner prescribed by this agreement.

In Witness whereof the parties hereto have this Agreement to be executed the day and year first before written.

Signed, Sealed and Delivered by the Said _____

Binding signature for and on behalf of
National Institute of Biologicals,
A-32, Sector -62, NOIDA. _____

Binding Signature of Contractor _____

In the presence of

Witness (1):

Witness (2):

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Tender No. 01/2018/Engg. (Civil)
FORM-II



NATIONAL INSTITUTE OF BIOLOGICALS
(Ministry of Health & Family Welfare)
A-32, SECTOR- 62 (INSTITUTIONAL AREA),
NOIDA - 201 309 (U. P.)

PRICE-BID

Tender for "Annual Contract for General Pest Control, Rodent Control, Antitermite Treatment in Guest House, Hostel, Lab. & Animal House, Training Animal House, Administrative Building, Cafeteria and Library Building etc." in NIB Campus Noida.

Srl. No.	Name of Buildings	Unit.	Quantity	Amount /month (Rs.) (figure & Words)	Amount / year (Rs.) (figure & Words)
1.	Guest House (Approx area 3,000 Sq. mtr.)	Job Work	Complete job as per scope of work given in the tender including cost of all Materials, Labours, Tools & Plants etc. complete.		
2.	Hostel (Approx area 2,200 Sq. mtr.)				
3.	Lab. & Animal House. (Approx area 14,500 Sq. mtr.)				
4.	Administrative Building. (Approx area 7,000 Sq. mtr.)				
5.	Cafeteria. (Approx area 1,850 Sq. mtr.)				
6.	Library Building. (Approx area 1,000 Sq. mtr.)				
7.	Gate House, Security Room, D. G. Room, Sub-stations -I, II & III and Training Animal House. (Approx area 2,500 Sq. mtr.) and Fogging for mosquitos in open areas as per requirement.				
	Total				
	Goods & Services Tax (if applicable)% and amount.				
	Total Amount				

(Rates shall be quoted separately for each building area against in each row/column.)

Total Amount (in words).....

Company seal with name & signature of authorised signatory.