

No.D-31016/01/2017-Adm.II
GOVERNMENT OF INDIA
MINISTRY OF LABOUR & EMPLOYMENT

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 7th March, 2017

TENDER NOTICE

Subject: Annual Contract for Pest Control/termite treatment in the Ministry of Labour & Employment (MS), New Delhi for 1 year.

Last date & time of submission of tender: 27.03.2017 at 9.00 A.M to 3.00 PM.

Date and time for opening of tender : 27.03.2017 at 4.00 PM.

Ministry of Labour & Employment (MS), New Delhi invites sealed rate quotations for treatment/service for Pest Control/termite for a period of 1 year from agencies/firms engaged in such work. Terms & Conditions and Details of work are enclosed.

2. Quotations may be addressed to UNDER SECRETARY (ADM.II), M/o LABOUR & EMPLOYMENT (MS), SHRAM SHAKTI BHAWAN, RAFI MARG, NEW DELHI-110001.

3. Quotations, along with necessary documents, must be dropped only in Tender Box placed near Reception (Gate No.1) of Shram Shakti Bhawan, Rafi Marg, New Delhi – 110001 on 27.03.2017 by 9.00 A.M to 3.00 PM. Quotations received thereafter, due to any reason, will not be considered under any circumstances.

4. Quotations may be submitted as per information given in Annexure in sealed cover, which must be superscribed "QUOTATIONS FOR ANNUAL MAINTENANCE OF PEST CONTRAL/TERMITE TREATMENT.

5. Quotations will be opened on same day at 4.00 PM. Authorized representative of the company may be present at that time if company so desires.

6. This Ministry reserves the right to accept/reject any or all of the quotations without assigning any reason there of. UNREALISTIC PRICES QUOTED BY BIDDERS WOULD DEBAR THEM FROM BEING CONSIDERED FOR THIS AND FUTURE CONTRACTS BY THIS MINISTRY.



(Atul Kumar Singh)

Under Secretary to the Govt. of India

Tele No. 23766920

Encls. As above

Copy to:

1. All Ministries/Department of the Govt. of India. It is requested that wide publicity of this tender notice please be given and contractors engaged by them for this job, may be informed to submit their quotations if they are willing and fulfill the conditions.
2. Director, NIC S.S.Bhawan, with the request to place the aforesaid Notice on the website of the Ministry for wide publicity.
3. Director (GR), w.r.t. Central Public Procurement Portal.
4. Notice Boards.
5. Hindi Section for Hindi Version.

TERMS & CONDITIONS FOR AWARDING CONTRACT FOR PEST CONTROL/TERMITE TREATMENT IN MINISTRY OF LABOUR & EMPLOYMENT.

Part-I GENERAL CONDITIONS

- (i) The period of contract will be for a period of one year. The contract can be terminated even before one year without assigning any reason thereof. No advance payment will be made in any case. Payment will be made on Quarterly basis on production of bills (in triplicate) along with satisfactory certificates from the concerned.
- (ii) This Ministry reserves the right to renew the contract, on the same terms, conditions and rates, for such period as it may deem necessary taking into account the services rendered during the contract period.
- (iii) The Pest Control treatment shall be given at least three services in a month in S.S. Bhawan and Jaisalmer House. All complaints shall be attended within two hours and routine check up will be done frequently.
 - a) The agency shall be responsible for any damage due to pests during the contract period.
 - b) The Ministry of Labour & Employment reserves the right to reject any or all the tenders without assigning any reasons thereof.
 - c) In all matters of dispute relating to this contract, the decision of this Ministry will be final and binding upon the firm.
 - d) While submitting the quotation, the bidder is deemed to have read, understood and accepted all the terms and conditions stated in the document and no change, whatsoever desired, will be entertained by this Ministry.
- (iv) The bidding firm must have necessary work license , if required for carrying out such work.

PART-2: EMD, SECURITY DEPOSIT AND PAYMENTS

- (i) An amount of Rs. 2,000/- (Rupees Two thousand only) should be deposited as Earnest Money Deposit (EMD) in the form of Account Payee Demand Draft/Banker's Cheque drawn in favour of PAY AND ACCOUNTS OFFICER (MS), Ministry of LABOUR & EMPLOYMENT, NEW DELHI.
- (ii) The successful tender will have to deposit a security-cum-performance guarantee of ₹4,000/- (Rupees Four thousand only) in the form of Bank Draft/Pay Order/Banker's cheque or Bank guarantee from any Nationalized Bank duly pledged in the name of the "Pay and Accounts Officer (MS), Ministry of Labour and Employment, New Delhi". The security money is returnable on successful completion of the contract period. The security amount will be forfeited in case the services of the contractor are

unsatisfactory or in case of violation of the terms and conditions of the contract.

- (iii) No bidder is allowed to withdraw the tender. In case of withdrawal the EMD shall stand forfeited besides action being taken to black list the bidder.
- (iv) No contract charges will be payable to the Contract Winner. The Payment will be made on quarterly basis on presentation of pre-receipted bills (in triplicate) alongwith satisfactory certificates from the concerned.

PART-3 : For details of the firm to be given by Tenderer:-

- (i) Name of Agency/firm
- (ii) Address (Registered Office & Branch Office)
- (iii) Telephone, FAX, Mobile Phone No(s).
- (iv) Name of the contract person,
- (v) PAN/TAN No.
- (vi) Service Tax Reg. No.
- (vii) Experience of working in Govt. departments (Name of departments may be listed here)
- (viii) Whether the agency/firm is blacklisted by any govt. department or any criminal case is registered against the agency/firm or its owner/proprietor/partner of agency/firm anywhere in India.
- (ix) Whether copy of terms & conditions duly signed by owner/proprietor or authorized signatory is attached in acceptance of same.