

MMTC LIMITED
NEW DLEHI

Core 1, SCOPE COMPLEX,
Lodhi Road, New Delhi-110 003

NO.MMTC/ADMN/CT/02/ 2014

Dated : 20.08.2015

NOTICE INVITING TENDER FOR PROVIDING
PEST CONTROL SERVICES

<u>Sl.No.</u>	<u>Particulars</u>	<u>Details</u>
1	Issue of tender document	Upto 1700 Hrs on 20.08.2015
2	Tender Fee	Rs.200/- (Two Hundred only)
3	Earnest money deposit (EMD)	Rs.5,000/- only (Five Thousand only)
4	Due date of tender(two bids) submission	Upto 1500 Hours on 07.09.2015
5	Technical bid's opening date	1530 Hours on 07.09.2015

Core- 1, Scope Complex,
7- Institutional Area, Lodi Road,
New Delhi-110003

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- 1) MMTC LIMITED invite sealed quotations from reputed and experienced firms to provide pest control services in the Office premises/transit camp/record rooms/dormitories/Directors'/CMD residence located in New Delhi. Details of the services required and other terms and conditions relating to the award of Contract are given below.
- 2) SCOPE OF WORK : The job of Pest control shall include the following:
 - (i) General Pest Control/Anti Termite which means eradication of Cockroaches, Mosquitoes, Termites, 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, Almirahs, wooden cupboards on and around the pile of files, on wooden furniture, on all staircases, on lift lobby, on all toilets, 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 in Canteen on 1st floor. Other areas for rodent control will be as per the instruction of Admn. Division.
 - (iii) Agencies must ensure that the pest control once done shall remain effective up to next pest control service failing which it shall have to be done again without any cost.
- 3) Validity of the contract: The period of contract shall be for a period of one year from the date of commencement of the contract. However, the contract may be extended for a further period on mutual consent. MMTC reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.
- 4) Eligibility conditions :
 - i) The bidder shall have an experience in last 3 years or more in this field. The bidder should submit a performance certificate as in Form I from any 2 Govt. Departments or PSUs (Minimum one year experience in one Govt. Deptt./PSU).
 - ii) The bidder should have a valid license to stock and use of permissible insecticide for commercial pest control operation, copy of the same may be submitted.
 - iii) Copy of VAT and Service Tax Registration Certificates valid till date should be submitted

- iv) List of Customers along with the details of contact person, Tel.Nos., Fax, and complete address.
 - v) In case the party is registered with Ministry of MSME/ its authorized agencies, he is required to submit registration certificate and store details in addition to above. The MSEs parties will be eligible for the benefits as applicable to them under MSMEs Act, 2006.
- 5) 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 “MMTC LTD” payable at New Delhi. The bid security of the unsuccessful bidder will be discharged/returned subsequent to the award of Contract.
- 6) Submission of Tenders:
- i) All interested service providers are requested to submit their Sealed tenders in two separate envelopes comprising (A) TECHNICAL BID with prescribed EMD & documents and (B) PRICE BID(Annexure III), bearing the name and address of the bidders in both bids, should be dropped in the Tender Box kept in the office of the General Manager (Admn.) on 2nd floor Core 1, SCOPE Complex, New Delhi on or before 1500 Hrs. of 07th September, 2015
 - i) Tender Document is available on the website of the MMTC LIMITED i.e.www.mmtclimited.com. and <http://eprocure.gov.in> The intending bidders may download the tender document containing the terms and conditions and submit the same along with the Tender Document Fee of Rs. 200/- (Rupees Two Hundred only) non-refundable in the form of crossed Demand Draft in favour of “MMTC LIMITED” payable at New Delhi.
 - ii) Sealed tender should superscribe “Tender for Pest Control Services”.
 - iii) Technical bids shall be opened on 07th September, 2015 at 1530 Hrs. in the presence of authorized representatives of bidders.
 - iv) Late/delayed tenders due to any reason, whatsoever, will not be accepted under any circumstances.
- 7) Agencies are advised to visit the place of work for assuring the nature and volume of work realistically before quoting the rates.
- 8) The pest controlling exercise are to be undertaken on weekly/fortnightly basis, preferably on Saturday/Sunday or after office hours as called for. The frequency of the treatment must be mentioned in the tender.
- 9) The quoted rates should include the cost of pesticides and related labour and transportation charges.
- 10) The chemicals/pesticides used by the agency be purchased from reputed concern and should be ISI Marked and/or WHO approved.
- 11) The rates should be mentioned in figures as well as in words exclusive of taxes and levies.
- 12) Performance Security:
- a. The successful bidder shall be required to deposit an amount equal to 10% of the contract value within 15 days of issue of letter of intent, as Performance Security.
 - b. Performance security shall be submitted in the form of Demand draft drawn in favour of “MMTC LIMITED” and shall be valid for a period of 12 months.

- c. Performance Security will be discharged after completion of contractor's performance obligations.
- 13) If the contractor fails or neglects any of his obligations under the contract, MMTC reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.
 - 14) Payment : Payment to the successful bidder shall be released on Quarterly basis on submission of Log Book for the services rendered in the particular quarter through E-payment system.
 - 15) Validity of Tender: Rates quoted by the Firm shall remain valid for a period of 90 days.
 - 16) TDS and any other Government levies applicable shall be deducted from bill amount as per Government of India instructions issued from time to time.
 - 17) MMTC reserve the right to cancel the Contract any time during the currency of the Contract without assigning any reason, whatsoever, if the services provided by the firm are found to be unsatisfactory.
 - 18) MMTC may also make a panel of such service providers on the basis of rates quoted by the party who have quoted the lowest rates. Firms should also give their willingness to the effect that they are willing to be considered for empanelment. MMTC will be free to get the service done by any of the firms empanelled subject to the satisfactory work.
 - 19) This is without prejudice to MMTC rights to enforce performance in respect of the rest of the work and the contractor shall in such event, pay and reimburse to the Company the additional cost incurred for having such work done by some other agency.
 - 20) Any dispute or difference arising from interpretation of the tender items or its terms and conditions, the matters in dispute shall be referred to the sole arbitrator nominated by the Chairman-cum-Managing Director(CMD) of MMTC. Award given by the arbitrator shall be final and binding on the parties to the contract. The venue of the arbitration shall be New Delhi.
 - 21) Under Public Procurement Policy (PPP) issued by Ministry of Micro, small & Medium Enterprises, Government of India for Micro & Small Enterprises (MSEs), a minimum 20% share out of the total procurement of goods and services by Central Ministries/ Departments /Public Sector Undertakings are to be made from MSEs. Further out of 20% target of annual procurement from MSEs, a sub-target of 4% is earmarked for procurement from MSEs owned by Scheduled Cast (SC)/Scheduled Tribes (ST) entrepreneurs. Preference will be given to firms registered with the Ministry of MSME as per guidelines prescribed under MSMEs Act, 2006.
 - 22) MMTC Limited reserves the right to accept or reject any tender at its sole discretion without assigning any reason whatsoever.

Senior Manager(Admn.)

PROFORMA FOR TECHNICAL BID

1. Name of the Firm & Owner :
(With Tel./Mob. Nos.)

2. Office Address with :
Tel./Fax/Mob. Nos.

3. Contact Person(s) Name :
Tel./Fax/Mob. Nos.

4. Past experience with Govt. :
Departments – Name and
Period to whom service provided

5. Details of Earnest Money :

6. Whether Terms & Conditions
issued by MMTC are acceptable
to the Firm

7. Other details, if any

(Signature of Owner/Authorized Representative)

NAME OF THE AGENCY WITH SEAL

Form – I

PERFORMANCE CERTIFICATE

Certified that M/s..... has performed the work of pest control in this PSU/Government Department satisfactorily for the period fromto

Authorized signatory

NAME OF THE COMPANY

PRICE BID

RATE QUOTATION

Sl No	Building (Ground Floor)	Approx. Area (Sq.ft.)	Annual Rate for Pest control* (inclusive of Rodent Control)
1.	SCOPE Office	75000	Rs. _____
2.	Directors' flats at L/1/1, Hauz Khas	6000	Rs. _____
3.	Transit Camp	1200	Rs. _____
4.	Dormitories(12 Nos.) (12 B, C & D type flats)	7300	Rs. _____
5.	Record Rooms (14 B type flats)	5000	Rs. _____
	TOTAL	: (Approx.) 94500	Rs. _____

In words (Rupees _____ only)

*Exclusive of Taxes

I have physically inspected the above premises and understand the volume of work. After assessing the volume of the work, the above rates have been quoted by me. I agree to the terms and conditions laid down in Notice Inviting Tender(NIT).

Signature of Authorized Signatory
NAME OF THE AGENCY WITH SEAL