

MMTC LIMITED, R.O., MUMBAI

MMTC HOUSE, PLOT NO. C-22
'E' BLOCK, BANDRA-KURLA COMPLEX
BANDRA (E), MUMBAI – 400 051

MMTC/Mum/Admn/PC/2016-17

Date : 09.08.2016

NOTICE INVITING TENDER FOR PROVIDING PEST CONTROL SERVICES

1. Tenders are hereby invited from all eligible and experienced/reputed firms, to provide pest control services under Annual Maintenance Contract at MMTC Limited, MMTC House, Plot No. C-22, E Block, Bandra-Kurla Complex, Bandra (E), Mumbai – 400 051. Details of the services required and other terms and conditions relating to the award of Contract are given in the Annexure-I.

2. Tender Documents is available on the website of the MMTC Limited, www.mmtclimited.gov.in and www.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. **500/-** (Rupees Five Hundred only) non-refundable in the form of Cash/ Demand Draft in favour of "MMTC Limited payable at Mumbai issued by a Scheduled Bank or by cash, while collecting personally from MMTC office. The tender documents can also be collected from our above mentioned office by paying the fee of Rs. 500/- (non-refundable) either in cash or through Demand Draft.

3. All interested service providers are requested to submit their sealed Tender/Quotations as per prescribed procedure in our office (as described in annexure II and III) on or before 1500 Hrs of 30.08.2016.

4. The sealed Tender/Quotations shall be opened before the Committee at 1530 hrs on 30.08.2016 and financial bid of those bidders who qualify in Technical bid opening shall be in front of the qualified bidders / authorized representatives within one week.

(Sanjay. N. Ramraje)
Sr. Manager (A)

Sanjay N. Ramraje
7/8

ANNEXURE - I

TERMS AND CONDITIONS

1. Last Date & time of Colletion of tender documents personally :29.08.2016
2. Date & Time of submission Of Sealed quatations. :30.08.2016
3. Date & Time of Opening Of Technical Bid :30.08.2016
4. Place of Submitting sealed Tender quotations :MMTC Limited,
MMTC House, Plot C-22
E Block, Bandra-Kurla
Complex, Bandra(E)
Mumbai-400 051.
5. Location and Area to be covered

Sr. No.	Name of the Section/Office/Location
1	MMTC Limited, MMTC House, Plot No. C-22, E Block, BKC, Bandra (E) Mumbai – 400 051. (Basement, Ground Floor to 08 th Floor)
2	MMTC SEEPZ Office
3	19(Nineteen) flats located at various places in Mumbai. (as per list enclosed)

Handwritten signature/initials

6. SCOPE OF WORK:

The job of Pest Control shall include the following:-

A) **Anti Rodent** : By using paste pads and traps in entire office premises of MMTC House including AHU(A/c) rooms, Surrounding Areas, Staircases, Passages, Parking / Basement Area, Garden Area, lift rooms etc. through permitted insecticides as per Government of India and WHO norms (standard branded Chemicals to be used) to eradicate the menace of rodents, insects etc. No use of baits/cakes in office premises excluding basement and Ground area.

Frequency : Twice in a month, 24 services in a year.

B) **Fumigation / Fogging Treatment** : As and when required in premises of MMTC House, SEEPZ office, Cargo Office & 19 flats at a time or separately at above locations, Surrounding Areas, Staircases, Passages, Parking Basement Area, Garden Area, etc. to eradicate the problem of rodent, mosquitoes, flies, insects etc. as and when required.

C) **General Pest Control** (Spray, Gel and Herbal treatment for Cockroach, ants & Lizards)

Frequency:- Quarterly once, 04 services in a year

D) **Termite (white ants) Control Treatment:**

Frequency: once, in a year if required.

For all the above 4 numbers of Pest Control Treatment as mentioned at A,B, C & D, only branded standard chemicals and other medicines(compulsorily use chemicals of any of the brands i.e. Bayer, Rallis, & Bombay Chemicals Ltd.), Herbal/Gel systems to be used.

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.

After conducting inspection of the site, detailed, sealed quotations addressed to the General Manager, MMTC Limited, MMTC House, Plot No. C-22, E Block, BKC, Bandra (E), Mumbai – 400 051, should be dropped on scheduled date in the tender box available at Reception, MMTC house, BKC. Bandra(East), Mumbai

7. VALIDITY OF THE CONTRACT

The Contract shall be valid for a period of one year from the date of issue of work order. The department reserves the right to terminate the contract within the period without any prior intimation / notice if the services / conduct of the contractor are found unsatisfactory. The contract may be extended on yearly basis subject to acceptance of terms and conditions by both the parties.

8. ELIGIBILITY CONDITIONS: (Photocopies of following must be enclosed with the tender documents)

- a) The bidder should have a valid license to stock and use of permissible Insecticide for commercial pest control operation and agriculture license
- b) The bidder should have ISO 9001-2008 certificate. (optional)
- c) The bidder should have an experience of at least 05 years or more in providing such Services to the Government / Semi Government Departments/organizations (Empanelment certificate, Customer satisfactory certificates and work orders may be attached.).
- d) Copy of VAT/Sales Tax/Service Tax and PAN number Registration Certificates.
- e) List of clients along with Empanelment certificate, customer satisfactory certificate and work orders from other government and semi-government organizations
- f) Shop and Establishment registration certificate.
- i) The evidence for filling of returns along with Profit & Loss Account and balance sheet for past three financial years 2013-14, 2014-15 and 2015-16 should be enclosed with the qualified bid.
- j) The bidder must submit annual financial statement for the last three financial years duly certified by Chartered Accountant/Auditors.
- k) The bidder shall furnish an amount of Earnest Money Deposit of Rs. 20,000/- (Rupees Twenty thousand only) by way of Demand Draft drawn in favour MMTC Limited, payable at Mumbai and issued by any nationalized/scheduled bank alongwith the bid. The EMD of unsuccessful bidder will be return in due course.
- l) Central/State Govt. Registration and MSME/NSIC registration.
- m) Any firm run by woman may be given preference.
- n) Proprietor Qualification should be B.Sc. from reputed University.
- o) Pesticide License issued by Agriculture Department, State Government.

9. PERFORMANCE SECURITY DEPOSIT:- The successful Tenderers shall furnish Security Deposit to the MMTC Limited, within 30 days of issuance of contract but positively before submission of 1st bill, which shall be Rs.75,000/- (Rupees Seventy Five Thousand only) and shall be in the form of Demand Draft/Pay Order/Bank Guarantee from a Schedule Bank drawn in favour of MMTC Limited payable at par in Mumbai valid for the contract period and plus three months thereafter. EMD will be part of Security Deposit and the EMD of successful Tenderer can be refunded after depositing of Security Deposit.

* No interest will be payable by MMTC Limited on Security Deposit.

* In case of breach of contract or violation of any terms of the contract, Security Deposit shall be forfeited.

10. SUBMISSION OF TENDERS:

The Tender must be submitted in one cover which containing two covers i.e., cover "A" Technical Bid and Cover "B" Financial Bid as under :-

- (i) The tender must be submitted in the format as prescribed in Annexure-II along with EMD of Rs. 20,000/- in a sealed envelope superscribed "Tender for Pest Control Services"(Technical Bid)

- (ii) The sealed envelope containing the bid and EMD must be dropped in the Tender Box kept at MMTC Limited, MMTC House, Plot No. C-22, E Block, BKC, Bandra (E), Mumbai – 400 051, by 1500 hrs of 30.08.2016.
- (iii) The sealed Tender / Quotations received after stipulated date and time will not be entertained under any circumstances.
- (iv) Financial bids of only those bidders shall be opened who shall successfully qualify Technical Bid.
- (v) MMTC Limited reserves right to cancel the tender without assigning any reason whatsoever.

11. RATES: The rates quoted should be inclusive of all taxes and other charges and the rates should be mentioned in figures as well as in words.

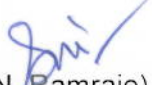
11. PAYMENT: Payment to the successful bidder shall be released on quarterly basis on completion of the work as mentioned in para 5 and on submission of "work carried out satisfactorily" certificate from the respective officers/Departments.

12. OFFER VALIDITY : (i) The offer/bids should remain valid for acceptance for a period of 120 days from the date of opening of the Technical Bid. Any offer valid for a shorter duration shall be treated as unresponsive and shall be rejected.

(ii) In exception cases, the bidders may be requested by MMTC Limited to extend the validity of the offers upto a specified period. Such request(s) and responses thereto shall be conveyed by email and followed by fax/surface mail.

(iii) Bidder who agree to extend the validity of their offers are expected to extend the same without any deviation from their original offer.

(iv) In case the day upto which the offer is to remain valid falls on /subsequently declared a holiday or closed day, the offer validity shall automatically be extended upto the next working day.


(Sanjay. N. Ramraje)
Sr. Manager (A)

ANNEXURE II

Technical Bid Form

Date :

NOTICE FOR INVITING TENDER FOR PROVIDING PEST CONTROL SERVICES ON ANNUAL MAINTENANCE CONTRACT BASIS.

1	Name of the Contract	Pest Control in the offices of MMTC Limited, BKC, SEEPZ and 22 residential flats.
2	Name of the Tenderer	
3	Address	
4	Telephone No./Fax No./Mobile No.	
5	Name of the Contact Person	
6	Type of Co/Firm-Prop/Partnership/Pvt. Ltd.,	
7	EMD Details @ Rs. 20,000/-	Yes/No DD No Date
8	Whether having PAN/GIR No.	Yes/No
9	Whether having VAT/Sales Tax/Service Tax REGISTRATION	
10	Whether having ISO 9001-2008 Certificate	
11	Whether having Shop and Establishment Registration Certificate	
12	Whether having Membership Labour License	
13	Whether having Agriculture License and License for stock and use of permissible insecticide for commercial pest control operation	
14	Whether having MSME/NSIC Registration. (attach copy of registration.)	

15	Have your any Director/Partner/Prop. Been convicted	
16	Whether Bank solvency certificate attached	
17	Has your Firm/Co. ever been black listed by State/Central Govt. if yes, give details	
18	Any other information which bidder may like to furnish (separate sheet may be enclosed if required)	
19	Whether having 05 years of experience in such services to the Government/Semi Government department/organisations	Yes/No
20	Audited financial statement for last 3 years.	Yes/No
	Note – Self attested copy of documentary proof for 2013-1016 must be furnished alongwith the tender application Any overwriting must be signed	

Declaration

I, /We hereby certify that information furnished above is true and correct to the best of my/our knowledge. I/We understand that if any deviation is found in above statement at any stage I/We shall be blacklisted and will not have any dealing with the department in future.

I hereby confirm that I am authorized to sign the Tender documents.

Date :

Sign :

Place :

Name :

Desig. :

COMPANY NAME
& SEAL

Annexure – III
Financial Bid Document

1. Name of the Party :
2. Address (with telephone number) :
3. Name & address of proprietor/partners or directors :

Qualifications for 12 months charges (inclusive of all taxes) in Rupees :

Sr.No.	Descrption	Rate(Rs.)	Total Value(Rs)
1.	Anti Rodent - MMTC House, SEEPZ.	_____ per service X 24 services.	
2.	Fumigation/fogging – (if required) MMTC House Seepz Office,	_____ per service.	N.A.
3.	General Pest Control - MMTC House SEEPZ 41Flats.(per sq. ft basis)	_____ per service X 4 services.	
4.	Termite Control Treatment - (if required) MMTC House, SEEPZ, 41 Flats.(per sq. ft basis)	_____ (per service)	

Rate quoted and agreed to shall remain firm for entire contract period including extension.

Declaration

I / We hereby certify that information furnished above is true and correct to the best of my/our knowledge. I/We understand that any deviation is found in above statement in any stage I/We shall be blacklisted and will not have any dealing with the department in future.

I hereby confirm that I am authorized to sign the Tender documents.

Date : _____

Sign _____

Place : _____

Name _____

Desg. _____

COMPANY NAME &
SEAL