

BY SPEED POST

GOVERNMENT OF INDIA
CENTRAL ELECTRICITY AUTHORITY
SEWA BHAWAN, R.K. PURAM
NEW DELHI-110066.

File No. D-31016/4/2008-GS

Dated: 20/12/2011

To,

As Per List,

Subject: Limited tender for General Pest / Rodent control treatment of CEA offices located in Sewa Bhawan & West Block-II, R.K. Puram and NRPC Building, Katwaria Sarai, New Delhi.

Sir,

Sealed Limited tender are invited for General Pest/ Rodent treatment of CEA offices accommodated at 2nd (North), 3rd (North), 4th (North half portion), 5th (North), 6th (North), 7th (North), 9th (North), & 9th (South half portion), floors at Sewa Bhawan & two wings at West Block-II, R.K. Puram New Delhi-110606 and NRPC Building Katwaria Sarai New Delhi. The sealed tenders duly filled must be submitted personally in the office of Director (A-I), Central Electricity Authority, Room No.503, North Wing, Sewa Bhawan, R.K. Puram, New Delhi upto 15:00 hrs of dated 23-01-2012 or Dropped in the Tender Box placed near the Reception of the entrance of the main gate of Sewa Bhawan. The tender sent by Post or Courier will be the responsibility of the tenderer to ascertain whether the same reaches correctly in time to the addressee. The Deptt. has no responsibility of the delay/ missing tenders. The tender will be opened on the same day at 3.30 P.M. in the office of Director (A-I) in Room No. 503, 5th Floor, Sewa Bhawan, R.K. Puram, New Delhi-110066. The tenders received after 3.00 P.M. on 23th January 2012, will not be entertained.

GENERAL TERMS AND CONDITIONS MAINTENANCE CONTRACT OF GENERAL PEST AND RODENT CONTROL TREATMENT IN C.E.A. PORTIONS.

1. SCOPE OF WORK

General pest and rodent Control Treatment of CEA offices located in the following buildings.

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| 1.1 | (a) | (CEA Portion), Sewa Bhawan
R.K. Puram, New Delhi
Floor-2 nd (N), 3 rd (N), 4 th (N) Half portion,
5 th (N), 6 th (N), 7 th (N), 9 th (N), 9 th (South
half portion), Reception CEA, Reception MHA,
SSF Security Room, Visitor Room, Drivers
Room, EPIS Room, Labour Room and old
portion of CEA Library located at Sewa
Bhawan, R.K. Puram, New Delhi. | AproximateTotalarea.
91,500 Sq. ft. |
|-----|-----|--|--|

(b)	West Block-II (Wing No. 1 &5), R.K. Puram, New Delhi	Approximate Total area 8,500 Sq. ft.
(c)	NRPC Building at Ground floor & 3 rd floor, Katwaria Sarai, New Delhi	Approximate Total area 9736 Sq. ft.

- 1.2 Each building should be provided two treatment of vector control and treatments of rodent Control in each month. Total area to be covered for rendering pest control services would be 1,09,736 Sq. ft. approximately (details 1.1 (a), 1.1 (b) & 1.1 (C) at prepage. In addition, the firm shall provide pest control treatment whenever circumstances warrant on call basis at no extra cost.

2. PERIOD OF CONTRACT

- 2.1 The contract will be valid for a period of one year from the date of award of the contract.
- 2.2 During the entire period of the contract, no request for any increase in the rates on any account would be entertained and the performance would be reviewed from time to time to ensure that it is to the entire satisfaction of the customer.

3. QUALIFYING REQUIREMENTS

- 3.1 The bidder shall have experience of at least 3 or more years in this field and shall furnish a list giving his past experience of undertaking similar jobs. The bidder should submit a certificate, from any Government Department or Public sector undertaking to the effect that the firm has given satisfactory performance on similar jobs, along with the bids without which the bid is liable to be rejected.
- 3.2 The Chemical/Pesticides used shall be odourless and of reputed manufacture. It should be approved by the pest Control Association for its effectiveness and safety to human beings in closed and Air-conditioned environment.
- 3.3 The bidders shall submit the Permanent Account Number allotted to the firm by the income Tax Department.
- 3.4 The officers of CEA may visit the premises of the bidder to assess his capability to handle such jobs without giving any prior intimation.

4 BID DOCUMENTS

- 4.1 The tender should be accompanied with earnest money of Rs. 1000/- through D.D in favour of D.D.O., CEA sent in a proper sealed cover addressed to Director (A-I), Central Electricity Authority, Sewa Bhawan, R.K. Puram New Delhi-110066 and superscribed "Tender for General Pest and Rodent Control Treatment". The tender will be received up to 3.00 PM dated 23th January, 2012 and will be opened on the same day at 3.30 PM in the office of Director (A-I) Room No. 503, 5th Floor, North Wing, Sewa Bhawan R.K. Puram, New Delhi-110606. Tenders that are not complete in all respects having cutting and over-writing are liable to be rejected.

- 4.2 While submitting the tender for this work, the tenderer will be deemed to have read, understood and accepted all the terms and conditions stated in the inquiry letter.
- 4.3 Tenders will indicate the complete address of their firm/office and residence along with telephone number.
- 4.4 The tenderer may inspect the building to assess the quantum of work if they desire to do so, on any working day between 3.00 PM to 4.00 PM with prior permission of U.S. (G.S).

5. **PRICES**

The Charges quoted shall be firm and inclusive of cost of material transportation, labour charge Govt. Levies and other charges including taxes if any,

6. **TERMS OF PAYMENT**

100% payment on monthly basis on expiry of the month on submission of pre-receipted bill in triplicate. However, the payment would be subject to the Satisfactory certificate issued by floor Manager, In charge.

7. **TAXES**

- 7.1 Tax at source (TDS) on A/C of Income Tax and Work Contract Tax (WCT) will be deducted from each bill of the firm as applicable under the Rules.
- 7.2 No claim on Account of sales Tax/Work Contract Tax or any other tax for the material used for executing the work awarded under this contract will be entertained by this office and all such taxes should be paid by the firm itself.

8. **PENALTY**

The department has the right to deduct the pro-rata amount from the contractor's monthly bill, for uncovered area/unsatisfactory services @ 10% value of the monthly bill.

9. **SECURITY DEPOSIT**

The firm has to deposit Security Deposit/Bank Guarantee equivalent to 10% (Ten percent) of total contract value in favour of DDO, CEA. Its validity should be 60 days after expiry of the contract period. The Security Deposit will be released after 12 months after the expiry of the satisfactory completion of the contract period. If the firm fails to provide satisfactory performance, the CEA shall be at liberty to terminate the contract and withhold the Security Deposit or the balance payment of the firm, apart from being entitled to take any other action that it deems fit.

10. **ENCLOSURES**

The following should accompany the tender document:-

- (i) Experience Certificate as outlined in clause 3.1 above.
- (ii) Demand Draft drawn on a local bank for the EMD drawn in favour of D.D.O. CEA.

11. GENERAL TERMS CONDITIONS

- 11.1 The tenderers have been permitted to tender on the explicit understanding that they shall not be entitled to resettle unilaterally from their offer or modify the terms and conditions once the same have been received in this office. If the tender is to be withdrawn/amended or any further conditions are imposed by the tenderer, the earnest money deposited by the tenderer shall be forfeited and his name removed from the approved list of Firm without prejudice to any other right or remedies, the Government may be entitled for such breach on the part of the tenderer.
- 11.2 The person signing the tender document on behalf of the Firm or on behalf of the partners, shall attach with the tender a proper Power of Attorney, duly executed by all the partners, stating that he has the authority to bind such other persons or the firms, as the case may be, in all the matters pertaining to the contract, including the arbitration clause.
- 11.3 Acceptance of the tender by the Government shall be communicated to the successful tenderer by a formal letter of acceptance of the tender.
- 11.4 The contractor shall ensure that no damage is caused to the equipment/Govt. building in the performance of his services/ any loss suffered therein, will be made good by the contractor.
- 11.5 The acceptance or rejection of a tender will rest with the Director (A- I) and he is not bound to accept the lowest tender Director (A-I) also reserves the right to reject any or all the tenders without assigning any reasons.
- 11.6 The successful bidders will be required to submit a duly signed annual contract agreement on a non-judicial stamp-paper of Rs.100/- at the time of awarding the contract.
- 11.7 The firm is deemed to be familiar with requirement and standards of services desired by the department and working conditions at its offices.
- 11.8 If the firm abandons the work during the currency of this service contract, the Department shall have full right to withhold the security Deposit and or the payments of the pending bills.
- 11.9 The CEA reserves the right to terminate part or whole of the work awarded to the firm without assigning any reason.
- 11.10 If the firm fails to render any or all the services as per contract, the Department may get the services executed at the risk and cost of the firm.
- 11.11 The firm will be responsible for any loss, damage or liability due to lapse on the part of its employees.
- 11.12 The Department will have the right to inspect the quality of work/ type of equipment to be used for rendering the service. The pest control treatment shall be done in the presence & to the satisfaction of the official authorized for this purpose.

- 11.13 The rates shall remain firm during the entire period of currency of this services contract.
- 11.14 The rates are linked with areas, if the area gets increased or decreased, the payment will be made proportionately on the basis of revised area.
- 11.15 In case, the firm fails to render satisfactory services, the Department reserves the right to take necessary action including termination of the contract.

12. ARBITRATION

In case of the dispute relating to this contract which may arise during or after the execution of the contract, the arbitrator shall be appointed by the Chairperson, CEA whose decision shall be final and binding. The proceeding of the arbitration shall be carried in New Delhi Only.

**(ALOK SAXENA)
DIRECTOR (A-I)**