

Short Notice Tender
for
"Pest Control Services"
At

All India Institute of Medical Sciences, Raipur

| Sr. No. | Description | Start Date & Time |
|---------|--------------------------|--|
| 1. | NIT No. | Store/Tender/Pest_Control_Services/1 / 2016 |
| 2. | NIT issue date | 04-03-2016 |
| 3. | Pre-bid Meeting | 17-03-2016 at 03:00 PM |
| 4. | Venue | Committee Hall, 1 st floor, Medical College Building, AIIMS, Tatibandh, Raipur-492099 |
| 5. | Last Date of submission | 28-03-2016 at 03:00 PM |
| 6. | Open EMD & Technical bid | 28-03-2016 at 03:30 PM |
| 7. | Venue | Store Office, Medical College Building, 2 nd floor, AIIMS, Tatibandh, Raipur-492099 |
| 8. | Tender document cost | ₹ 1,140/- (Inclusive of VAT) |
| 9. | EMD | ₹ 23,000/- (Rupees Twenty Three Thousand only) |



All India Institute of Medical Sciences
Tatibandh, Raipur – 492099, Chhattisgarh
Tele: 0771- 2971307, email: store@aiimsraipur.edu.in
Website: www.aiimsraipur.edu.in, www.tenders.gov.in



अखिलभारतीयआयुर्विज्ञानसंस्थान, रायपुर, छत्तीसगढ़
All India Institute of Medical Sciences, Raipur (Chhattisgarh)
Tatibandh, GE Road, Raipur-492 099 (CG)
Website : www.aiimsraipur.edu.in

Tele: 0771- 2971307, e-mail: store@aiimsraipur.edu.in

Tender No.: Store/Tender/Pest_Control_Services/1/2016,

Dt: 04.03.2016

Last date : on/before 28.03.2016 at 03:00 PM

Sub.: Invitation of sealed tender for “Pest Control Services” as per details and specifications shown in the Annexure-II.

Dear Sir/Madam,

ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) RAIPUR invites sealed tender for “**Pest Control Services**” as per details and specifications shown in the **Annexure-II** on the following terms & conditions:

1. If the supplier / firm is manufacturer / authorized dealer / sole distributor of any item, the Certificate to this effect should be attached.
2. The tender documents are to be in two parts as Technical Offer and Financial offer:
 - a) The Technical offer should include the detailed specifications of main items. All items should be numbered as indicated in the **Annexure-II**.
 - b) The financial offer should include the cost of services as per Annexure-II. If there is any separate cost for installation etc. that should be quoted separately. The total cost should be quoted in words as well as figures (typed or printed). Amendment should be avoided. Amendments, if any, should be duly initialled, failing which the offers are liable to be rejected.
 - c) The two parts of the offer should be placed in separate sealed envelopes clearly marked “Technical Offer” & “Financial Offer”. These two envelopes along with envelope for EMD and Tender Fee marked “Tender Fee & EMD” (total three envelopes) must be enclosed in one bigger envelope duly sealed and superscribed with tender number, name of the items {**Pest Control Services**} and tender due date must be forwarded to the undersigned so as to reach him on or before the due date.
 - d) The Financial Offer must be mentioned in the prescribed format as per the **Annexure-II**. If the financial offer is not in the prescribed format, it will be rejected.
3. Fax and Email quotation are not acceptable.
4. Quotations should be valid for 180 days from the tender due date. The quotation should clearly indicate the period of delivery, warranty terms etc.
5. Relevant literature pertaining to the ‘Pest Control Services’ quoted with full specifications (and drawing, if any) should be sent along with the Quotations, wherever applicable.

6. Tenderer must provide evidence of having supplied government hospital / reputed private hospital organizations in India similar nature of work i.e. i.e. ₹ 2,56,000/- (Rupees Two Lac Fifty Six Thousand only) contract value in the last three years.
7. The firm should be registered and the bidder should have the average annual turnover of ₹ 3,83,500/- (Rupees Three Lac Eighty Three Thousand Five Hundred only) in the last three financial years. Copies of authenticated balance sheet for the last three financial years should be submitted.
8. The participant manufacture/companies having own manufacturing units or their authorized dealer can only participate. Proof of manufacturing is to be attached.
9. Company /manufacturer/firm must have branch office within Chhattisgarh. Provide address details. Copy of shop and establishment act registration certificate may be enclosed as proof of establishment.
10. The rate quoted by the firm in Indian Rupees (INR) only and final written in ink or typed against each item should not be overwritten.
11. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, TIN / VAT registration (Sales tax).
12. The quotations should be given for the items in the same order as in the tender document.
13. The work of services shown in financial bid is approximate and may vary as per demand of the Institute at the time of placing order.
14. The tenderer must be able to provide the services within specified time period as prescribed in the Purchase Order. Failing the EMD will be forfeited. Furthermore on completion of the stipulated time period, Purchase Order will be cancelled and award will be given to another qualified bidder with the negotiated terms & conditions.
15. In the event of any dispute or difference(s) between the AIIMS Raipur and the tenderer(s) arising or services not found according to the specifications or any other cause whatsoever relating to the services or purchase order before or after the services has been executed, shall be referred to the concerned authority of AIIMS Raipur who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both the parties.
16. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
17. All disputes shall be subject to Raipur Jurisdiction only.
- 18. AIIMS Raipur reserves the rights to accept/reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. Any offer containing incorrect and incomplete information shall be liable for rejection.**
19. The Tender / Bid will open on 28/03/2016 at 03:30 PM at AIIMS Raipur Premises.
 - a) Tenderer or their authorized representative may also be present during the opening of the Technical offer, if they desire so, at their own expenses.
 - b) Only those financial offers will be opened whose technical offers are found suitable by the expert committee appointed for the concerned items.
 - c) No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the technically and financially qualified bidder before awarding the offer.

d) The Tender Committee reserves its right to select or reject any or all of the items mentioned above without assigning any reasons.

20. In case the tenderer requires any elucidation regarding the tender documents, they are requested to contact to the Store Officer, AIIMS Raipur through e-mail stores@aiimsraipur.edu.in on or before 17.03.2016 at 3:00 PM.

21. A demand draft/Pay Order of ₹ 1,140/- (Inclusive of VAT) towards non-refundable tender fee and Earnest Money Deposit (EMD) of ₹ 23,000/- (Rupees Twenty Three Thousand only) in form of demand draft / BG / FDR / Pay Order of towards refundable EMD from a Schedule bank in favor of "AIIMS Raipur" payable at Raipur placed in a separate envelope marked "Tender Fee & EMD" should accompany tender bid documents. Both the demand drafts should be valid for 90 days (Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India). Without the Tender Fee and EMD the bid will not be considered.

The EMD of the successful bidder will be returned to them without any interest after completing the successful installation. The earnest money of unsuccessful bidders will be returned to them without any interest within thirty (30) working days after awarding the offer.

22. All tender documents should have to be forwarded through speed post or registered post, courier, Hand Delivery on / before 28/03/2016 at 3.00PM to Store Office, Medical College Building, 2nd floor, AIIMS, Tatibandh, Raipur-492099.

**Stores Officer,
AIIMS, Raipur**

Other Terms & Conditions:

1. Pre-Qualification Criteria:

- a. Bidders should be the manufacturer / authorized dealer. Letter of Authorization from Manufacturer on the same and specific to the tender should be enclosed.
- b. An undertaking from the original Manufacturer is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well.

2. Performance Guarantee Bond:

- a. Performance Guarantee Bond is mandatory.
- b. Successful supplier/ firm should submit performance guarantee as prescribed in favour of "AIIMS, Raipur" and to be received in the Store Office, 2nd Floor, Medical College Building, Tatibandh, Raipur (C.G) Pin-492 099 before the date of commencement of supply or 30 days from the date of acceptance of the purchase order, whichever is earlier. The performance guarantee bond to be furnished in the form of Bank Guarantee as per given proforma of the tender documents, for an amount covering 10% of the value of quantity of material on landed cost basis.
- c. The Performance Guarantee should be established in favor of "AIIMS Raipur" through any Schedule Bank Situated at Raipur with a clause to enforce the same on their local branch at Raipur.

3. Penalty: Penalty will be imposed at the following rates for absence of Contractor's minimum nos. of workers.

i) Absence of worker @ 500/- per day.

ii) Further in case of complaint's, penalty as below will be imposed.

- a) In minor complaints** – If the firm does not attend within 24 hrs of the lodging of complaint, a penalty of Rs. 500/- per day will be imposed till the defect is rectified.
- b) In major complaints**-If the firm does not attend within 48 hrs of the lodging of complaint, a penalty of Rs. 1000/- per day will be imposed till the defect is rectified.

4. Validity of the bids: The bids shall be valid for a period of 180 days from the date of opening of the tender. This has to be so specified by the tenderer in the commercial bid which may be extended, if required.

5. Right of Acceptance: AIIMS, Raipur reserves the right to accept or reject any or all tenders/quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender. AIIMS, Raipur also reserves the rights to accept all the items in the given tender or only part of it in any given schedule without assigning any reason.

6. Communication of Acceptance: AIIMS, Raipur reserves all right to reject any tender including of those tenderers who fails to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of this Institute in this regard will be final and binding.

Seal & Sign. of the Bidder

7. Performance Security :

The successful tenderer will be required to furnish a Performance Security Deposit of 10% of contract amount in the form of Fixed Deposit Receipt or Bank Guarantee from any scheduled Bank duly pledged in the name of the "All India Institute of Medical Sciences, Raipur". The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract.

Performance Security shall be submitted in the form of Bank Guarantee or Fixed Deposit Receipt issued by a scheduled Bank and the Performa provided with the tender document. Performance Security will be discharged 60 days after completion of contractor's performance obligations (including warranty period) under the contract.

8. **Force Majeure:** If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, exception, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, AIIMS, Raipur party may, at least option to terminate the contract.

9. **Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Raipur shall have the power to terminate the contract without any prior notice.

10. **Breach of Terms and Conditions :** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order / job without assigning any reasons thereof and nothing will be payable by AIIMS, Raipur. In that event the security deposit shall also stand forfeited.

11. **Right to call upon information regarding status of work:** The AIIMS, Raipur will have the right to call upon information regarding status of work/job at any point of time.

12. **Terms of payment:**

1. The payment will be made within a 30 days on monthly basis, subject to satisfactory performance during the month.
2. No claim for any price escalation during contract shall be entertained.

13. Arbitration:

If any difference arises concerning this agreement, its interpretation on payment to the made there under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to Director, AIIMS, Raipur to settle the dispute by Sole Arbitrator. Sole arbitrator will be appointed by Director, AIIMS, Raipur. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1996 and the rule framed there under and in force shall be applicable to such proceedings.

14. **Subletting of Work:** The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Raipur, which will be at liberty to refuse if thinks fit. The tender is not transferable. One tenderer shall submit only one tender.

15. Legal Jurisdiction:

The agreement shall be deemed to have been concluded in Raipur, Chhattisgarh and all obligations hereunder shall be deemed to be located at Raipur, Chhattisgarh and Court within Raipur, Chhattisgarh will have Jurisdiction to the exclusion of other courts.

**Store Officer,
AIIMS Raipur**

FormA

PARTICULARS TO BE FILLED BY THE BIDDER

1. Name of the Supplier : _____
2. Complete Address of the Supplier : _____

3. Availability for demonstration of instruments at AIIMS Raipur. Yes/No [Please \surd]
4. Cost of the Tender enclosed: Yes/No [Please \surd] If yes,
 - a.) Name of the Bank : _____
 - b.) Amount in (Rs.) : _____
 - c.) Demand Draft No. : _____
5. Earnest Money Deposit enclosed: Yes / No [Please \surd] if Yes,
 - a.) Name of the Bank : _____
 - b.) Amount in (Rs.) : _____
 - c.) Demand Draft No. : _____
 - d.) Last Validity date of the enclosed DD: _____
6. Communication details of the concerned contact person to whom all references shall be made regarding this tender enquiry.

[**NOTE:** Any changes after submission of Tender documents kindly update AIIMS Raipur]

- a.) Full Name : _____
- b.) Complete Postal Address: _____
- c.) Telephone No. : _____
- d.) Fax No. : _____
- e.) Mobile No. : _____
- f.) E-mail : _____
- g.) Website Address : _____

Note: - Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India.

Form B

PARTICULARS FOR REFUND OF EMD TO SUCCESSFUL/UNSUCCESSFUL BIDDER
RTGS / National Electronic Fund Transfer (NEFT) Mandate Form

| | | |
|---|---------------------------------------|--|
| 1 | Name of the Bidder | |
| 2 | Permanent Account No (PAN) | |
| 3 | Particulars of Bank Account | |
| | a) Name of the Bank | |
| | b) Name of the Branch | |
| | c) Branch Code | |
| | d) Address | |
| | e) City Name | |
| | f) Telephone No | |
| | g) NEFT/IFSC Code | |
| | h) RTGS Code | |
| | i) 9 Digit MICR Code appearing on the | |
| | j) Type of Account | |
| | k) Account No. | |
| 4 | Email id of the Bidder | |

Form C**CHECKLISTS FOR PEST CONTROL SERVICES AT AIIMS, RAIPUR**

| Checklist – Tender Fee & EMD | | | |
|---|---|---|-----------|
| Sr. No. | Particulars | Documents to be attached wherever applicable | |
| | | Yes | No |
| 1. | Demand Draft / Pay Order for ₹ 1,140/- (Inclusive VAT) towards non-refundable tender fee is enclosed. **Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India | | |
| 2. | Demand Draft / FD/BG for ₹ 23,000/- (Rupees Twenty Three Thousand only) towards refundable EMD is enclosed.**Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of | | |
| 3. | Envelope is marked as “Tender Fee and EMD” | | |
| Checklist – Technical Offer | | | |
| Sr. No. | Particulars | Documents to be attached wherever applicable | |
| | | Yes | No |
| 1. | 1) Attached documents as required in the tender document (i.e. Name of the firm/company/proprietary concern registered & Address of registered office with Telephone Nos. / Fax/e-mail, 2) Banker of Company/firm/Agency with full address and Telephone Number of Banker. 3) Copy of Constitution or legal status of the sole proprietorship / firm / agency /company etc. 4) E.P.F. Registration Number. (Attested Copy) 5) E.S.I. Registration Number. (Attested Copy) 6) Registration under the shop and establishment Act. 7) Experience of 03 years in the similar work (Pest Control Service). 8) The average annual turnover in the last three financial years. Copies of authenticated balance sheet for the last three financial years should be submitted. 9) Details of clients where similar services (Pest Control) are presently provided by the agency separately for govt. and private clients along with address and telephone numbers. 10) Copy of PAN, 11) Annual Turnover & balance sheet of last three years duly certified by C.A. 12) Tender document duly seal and sign by the tenderer. 13) Tenderer must provide a certificate on letter head that proprietor /firm has never been black listed by any organization. 14) Firm/Agency should have office in Raipur. In case of outside agencies they must have their registered branch office in Raipur. 15) Form-A & B | | |
| 2. | Technical Specifications Compliance Report | | |
| 3. | Duly filled Form – A & Form –B | | |
| 4. | Envelope is marked as “Technical Offer” | | |
| Checklist – Financial Offer | | | |
| Sr. No. | Particulars | Documents to be attached wherever applicable | |
| | | Yes | No |
| 1. | Financial Offer of the items as per proforma available as Annexure-II | | |
| 2. | Envelope is marked as “Financial Offer” | | |
| Checklist – Master Envelope | | | |
| Sr. No. | Particulars | Documents to be attached wherever applicable | |
| | | Yes | No |
| 1. | Master envelope containing Envelopes of “Technical Offer”, “Financial Offer” and “Tender Fee and EMD” are superscribed with Tender Number, Name of Tender Due Date | | |

Seal & Sign. of the Bidder

PARTICULARS FOR PERFORMANCE GUARANTEE BOND

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of Two Hundred) (TO BE ESTABLISHED THROUGH ANY OF THE SCHEDULED BANK (WHETHER SITUATED AT RAIPUR OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT RAIPUR. BONDS ISSUED BY CO- OPERATIVE BANKS ARE NOT ACCEPTED.)

To,
The Director
All India Institute of Medical Sciences (AIIMS),
Tatibandh, GE Road,Raipur-492 099 (CG)

LETTER OF GUARANTEE

WHEREAS All India Institute of Medical Sciences (AIIMS) Raipur (Buyer) have invited Tenders vide Tender No..... Dt..... for purchase of AND WHEREAS the said tender document requires the supplier / firm (seller) whose tender is accepted for the supply of instrument / machinery, etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of "AIIMS Raipur" in the form of Bank Guarantee for Rs..... [10% (ten percent) of the purchase value] which will be valid for entire warranty period from the date of installation & commissioning, the said Performance Guarantee Bond is to be submitted within 30 (Thirty) days from the date of Acceptance of the Purchase Order.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said supplier/firm (seller) failing to abide by any of the conditions referred to in tender document / purchase order/ performance of the instrument / machinery, etc. this Bank shall pay to All India Institute of Medical Sciences (AIIMS) Raipur on demand and without protest or demur Rs (Rupees.....).

This Bank further agrees that the decision of All India Institute of Medical Sciences (AIIMS) Raipur (Buyer) as to whether the said supplier/firm (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, (name of the Bank & branch) hereby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the supplier/firm (Seller) and/ or All India Institute of Medical Sciences (AIIMS) Raipur (Buyer).

Notwithstanding anything contained herein:

- a. Our liability under this Bank Guarantee shall not exceed Rs.....(Indian Rupees only).
- b.This Bank Guarantee shall be valid up to(date) and
- c. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if AIIMS Raipur serve upon us a written claim or demand on or before.....(date)

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at situated at.....(Address of local branch).

Yours truly,

Signature and seal of the Guarantor

Name of the Bank:.....

Complete Postal Address:

Seal & Sign. of the Bidder

OTHER TERMS & CONDITIONS OF CONTRACT

1. The tenderer submitting his tender would be deemed to have considered and accepted all the terms and conditions of tender. No verbal or written enquiries shall be entertained in respect of acceptance or rejection of the tender.
2. Terms and conditions of the contract may be modified with the written consent of the tenderer by the All India Institute of Medical Sciences, Raipur (hereinafter referred to as 'Institute') as and when necessary without affecting the basic nature of this tender.
3. If the tenderer gives deliberately wrong information to create conditions for acceptance of the tender, Director, AIIMS, Raipur reserves the right to reject such tenders without assigning any reasons. Not more than one tender will be submitted by one bidder for the same work. Legal action will be taken for furnishing wrong information.
4. The successful tenderer shall have to follow all the instruction; given to him/them from time to time by the competent authority or person nominated by him.
5. The successful tender shall maintain a register for the routine instructions.
6. The successful tenderer will furnish the full particulars (Brief resume) of the staff engaged by him for the Pest Control Services at AIIMS, Raipur within fifteen days from the award of tender.
7. The successful tenderer shall provide uniform and identity cards to his workers within one month from the date of commencement of work. The worker shall always possess the identity card while at work and produce the same on demand.
8. The successful tenderer shall be liable to pay compensation for any loss or damage caused to the property of the Institute under the contract.
9. The contractor is responsible for any illegal activity of the employee done by him during his work / presence in the Institute/Hospital premises.
10. The successful tenderer shall comply with all instruction/direction/rules and regulations of any statutory authority and discharge all obligations, imposed upon him by the statutory authorities or under any law and shall indemnify the Institute and officers/employees from any claim or consequences/damages for any lapse or non-compliance thereof.
11. The successful tenderer will be responsible for any accident or mishap or death of workers engaged by the successful tenderer and any claim made on this account will be paid by the successful tenderer, who will also indemnify the Institute from any claim in this regards.
12. The successful tenderer and his worker shall abide by the rules and regulations of the Institute as well as direction/instructions issued by the Director of Institute or on his behalf by the authorities from time to time and violation of which may result in cancellation of the contract.
13. In the event of infringement of any law by any of the workers engaged by the successful tenderer, tenderer shall be under obligation to change the worker immediately on the instruction of the Institute authorities.

14. The workers of the successful tenderer shall not be treated as employees of Institute in any case and successful tenderer will be solely responsible for their affairs and will be under obligation to comply with the statutory obligation. These workers will have no claim whatsoever, to be treated as employees of the Institute.
15. The contractor shall have to ensure necessary payments on account of EPF, ESI and any other statutory liability as employer on behalf of persons deployed by him for this office to perform jobs, be made in time.
16. The successful tenderer will have to abide by the Minimum Wages Act-1948 (as per Central Govt.) and other statutory Labour laws, rules and regulation as applicable in the Govt. any liability arising on the Institute as principal employer shall be deducted from the bills of the successful tenderer and the full amount shall be recovered from the security money and subsequent monthly bills of the successful tenderer.
17. All necessary requirements under the Explosive Act, 1884, Explosive Substances Act, 1908 and Drugs (Control) Act, 1950 for the performance of the contract if required will have to be arranged by the successful tenderer. The Institute in no way will be responsible for any violation of these acts in case the tenderer has the required certificate, under the provision of said Acts he may enclose the copy of the same with the tender.
18. The tenderer are suggested to carefully go through the terms and conditions of the document before offering his/their rates. The tenderer is also advised to take a round of the entire Institute during working hours to know existing setup.
19. **Place:** The successful tenderer will have to take over the entire Pest Control Services at AIIMS, Raipur including Ayush-PMR Building, Trauma Centre, Nursing College Building, Medical College Building, AC Plant Building, Sub-station Building, Main Receiving ST./Ess-1, Workshop (Admin Block) NSH Building, Boys Hostel Building, AC Plant Room and Medical Gas Plant.
20. **Period of Contract:** The contract will be awarded for a period of 1 (one) year from the date of execution of agreement. However, initially the contract shall be for a period of one year and renewed further on yearly basis subject to satisfactory performance report and recommendation for the same from the Institute on the written request of the Contractor three months before the expiry of the contract. The successful tenderer will have to continue the work even after the completion of contract till the time new arrangement is made by the Institute. In case of extension of contract, the contract is bound to increase the validity and / or amount of the performance bank guarantee or submit a fresh one to the tune of the contract value. The institute will forfeit the security deposit in the event of abandonment of contract by the tenderer before the one year from the date of execution of agreement.

Taxes and Duties: The total value of Comprehensive AMC charges should be inclusive of all taxes except Service Tax levied by the Central Government shall be paid on actual by the Institute subject to the production of documentary evidence/challan of deposit in the bank/statement of service tax account submitted to the service tax authorities against the receipts of payments received from the Institute by the successful tenderer.

SCOPE OF WORK

To execute the integrated pest control measures at AIIMS, Raipur (including Hospital Building, Medical College Building and Nursing Building), the surrounding areas within the boundary wall of AIIMS, Raipur Campus.

1. The integrated pest control measures taken care off at your end shall be such that the entire Hospital Complex (Ayush-PMR Building, Trauma Centre, Nursing College Building, Medical College Building, AC Plant Building, Sub-station Building, Main Receiving ST./Ess-1, Workshop (Admin Block) NSH Building, Boys Hostel Building, AC Plant Room and Medical Gas Plant) shall be free from orthopodes and insects like cockroaches, bedbugs, spiders, silver-fish, houseflies, mosquitoes, rodents and snakes. In addition, the Hospital Complex and Medical Complex shall be from any kind of termite.

2. The integrated pest control measures taken care off at your end shall be such that the entire AIIMS Campus including the surroundings open area within the boundary wall shall be free orthopodes and insects like cockroaches, bedbugs, spiders, silver-fish, houseflies, mosquitoes, rodents and snakes.

3. The environment required in entire Hospital Complex and Medical Complex specified at Para (i) & (ii) above shall be strictly adhered from your end. All the necessary pest control measures/inputs required for the same are included in the total contract price. Any other integrated Pest Control Measures which is not specified but implied to this contract.

4. The Institute reserves the right of altering the specifications of works of adding to or omitting any items of work or of having portions of the same carried out departmentally or otherwise and such alterations and variations shall not violate this agreement.

5. For execution of the above works, the agency shall follow the specific requirements mentioned as under:

- a) Agency shall make arrangements of providing contract labour as and when required will perform their duties as per the directions instruction/orders laid down by AIIMS, Raipur for each individual buildings.
- b) Within 24 hours of receiving the requisition from the AIIMS, Raipur, the agency will provide additional personnel as and when required by the AIIMS, Raipur at the same rate as specified in this agreement.
- c) All personnel will be interviewed and screened by the authorised representative of the AIIMS, Raipur and after his approval only the personnel will be deployed on duty.
- d) Agency shall not increase or decrease the total number of personnel without the prior approval of AIIMS, Raipur or its authorized representative.

- e) Any personnel found misfit or including into indiscipline Act or found medically unfit shall be immediately removed and immediate replacement accordingly shall be made by the agency at the same time at no extra cost.
- f) Representative of the agency shall meet authorized Officer daily to apprise the position and situation and or to discuss any matter concerning for personnel.
- g) Ensure that effective and economic pest control measures are implemented and that they are in accordance with the Hospital's patient care services.
- h) The service provider shall provide, manage and operate a comprehensive system of pest control management in accordance with the current industrial standards and the provisions of this service level specification.
- i) To control mosquitoes (all type), agency has to fog with fogging machine twice a week in entire Hospital & Medical Campus Area. Fuel for the same will be borne by the Contractor.
- j) Any other integrated measures which are not specified but required shall be part of the scope of work.

6. The agency shall be absolutely responsible for the payment of salary and all other statutory obligations for the workers employed on account of wages, bonus, arrears, employment, termination benefit, compensation or other claim whatsoever and the AIIMS, Raipur has no connection in relation to such matters.

7. In case of any mishap sustained by employees of Contractor of whatsoever nature (minor/major) the responsibility of granting compensation, if any, on the count will be that of the Agency.

8. The Contractor shall furnish the names, permanent & local addresses and Police Verification Report of the Pest Control Workers being posted at AIIMS, Raipur premises along with their latest Photographs.

9. In addition to above mention scope of work, the agency will have to provide anti-termite services for which the cost of material consumed for that operation will be reimbursed on actual consumption basis after submission of original bill copy of materials. No extra labour charges, service charges will be paid to the agency.

ANNEXURE-I
RESOURCE REQUIREMENTS

The contractor has to provide the following:

- ❖ The Contractor has to provide all the manpower, equipment, tools and tackles, their accessories/refills pertaining to Pest Control Services.
- ❖ The Contractor has to provide supervisory and management support by his own staff to get the maximum output from the Pest Control Service force provided to AIIMS, Raipur. Teaching and training for the same has to be done by the Contractor. The man and material needed for the management of the Pest Control Services staff will be the responsibility of the Contractor.
- ❖ Equipment: Minimum no. of equipment, tools tackles etc. to be maintained by Contractor in the AIIMS, Raipur. Following equipment, tools and tackles are minimum and mandatory to be provided to the Pest Contract staff by the Contractor. Number can be increased as per requirement but payment will only be done as per Financial Bid.

| Sl. No. | Description | Number required (Mandatory) | Penalty charges per week in case of non-availability of equipment/tools (in Rs.) |
|---------|------------------------------|-----------------------------|--|
| 1 | Hand Sprayed Pump | 05 Nos. | 100/- |
| 2 | Napsack Sprayer Pump | 05 Nos. | 100/- |
| 3 | Fogging Machine (Big Size) | 01Nos. | 200/- |
| 4 | Fogging Machine (Small Size) | 01 Nos. | 150/- |
| 5 | Gum Boot | 04 Nos. | 50/- |
| 6 | Hammer Drill Machine | 01 Nos. | 50/- |
| 7 | Mouse Catcher | As per requirement | 25/- |
| 8 | Safety Goggles | As per requirement | 25/- |
| 9 | Mask | As per requirement | 25/- |
| 10 | Hand Gloves | As per requirement | 25/- |
| 11 | Cap | As per requirement | 25/- |

- ❖ Uniforms of Pest Control Staffs, I-Cards, Gloves, Dusters, Mask, Safety Gear etc. to be provided by the Contractor as per requirement

1. MANPOWER REQUIREMENT

| Sl. No. | Manpower Description | Number |
|---------|--|--|
| 1 | Trained Pest Control Staff in Uniform and I-Card | 05 Pest Control Manpower including 01 Supervisor |

Numbers may be increased or decreased depending on the requirement.

- 2. PENALTIES:** The penalties will be imposed on violation of terms and conditions of agreement as per the list given below:

| Sl. No. | Description of Irregularities | Penalty |
|---------|--|--|
| 1 | If the required workers are less than the minimum required. | @ Rs. 200/- per worker / day |
| 2 | Staff not in uniform / without I-Card | @ Rs. 100/- per worker / day |
| 3 | Misbehaviour by the Pest Control Worker to Employees of AIIMS, Raipur or Patient / relative of patient / Visitor | @ Rs. 500/- per incident |
| 4 | Recurring of irregularities given at Sl. No. 1 to 3 | Double the penalties amount mentioned in S. no. 1 to 3 |

Note: In case the agency fails to provide any of equipment, tools, tackles continuously for a period of 15 (fifteen) days, AIIMS, Raipur has the right to purchase the non-available equipment/tools or tackles on the market rates and deduct the cost of same from the contractors bill in addition to the imposition of applicable penalties.

(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender

Seal & Sign. of the Bidder

ANNEXURE-II
FINANCIAL OFFER

To,
The Store officer,
AIIMS, Raipur

Dear Sir,

1. I/We submitted the bid for Tender Enquiry No. Store/Tender/Pest Control Services/1/2015 dated for 'Providing Pest Control Services' at AIIMS, Raipur.
2. I/We thoroughly examined and understood instructions to tenders, scope of work, terms & conditions of contract given in the tender documents and those contained appendix of terms & Conditions of contract and agree to abide by them.
3. I/We hereby offer to provide job outsourcing services at the following rates. I/We undertake that I/We are not entitled to claim any enhancement of rates on any account during the tenure of the contract.

| Sl. No. | Name of the building and 3 meters surrounding are to protect from pests, rats / rodents, snakes, white / red / black ants /wood borers, anti-fungal, mosquito/flies control, general disinfection, bed bugs and other possible insects including honey bees etc. in any of the area or building in the campus | Area of operation to be inspected before quoting monthly charges for manpower and material indicating the treatment to be carried out to control the pests and other treatment as and when required additionally | Remarks |
|---------|---|--|---|
| 1 | AYUSH Building (LG+G+2) | | Attach schedule of the treatment of protection indicating the name of the material to control followings in each of the building and 3 meters surrounding area of such buildings: 1) Rats and rodent 2) Snakes 3) White/red/black ant /wood borers 4) Anti fungal 5) Anti termite 6) Mosquito/ flies control 7) General disinfection 8) Bed Bugs 9) Honey bees 10) Any other related treatment as and when required as per need to maintain the standards in hospital and laboratories and campus |
| 2 | PMR Building (LG+G+3) | | |
| 3 | Trauma Centre (LG+G+3) | | |
| 4 | Nursing College Building (G6) | | |
| 5 | Medical College Building (LG+G+2) | | |
| 6 | AC Plant Building (G) | | |
| 7 | Sub-Station-6 (G) | | |
| 8 | Main Receiving ST./Ess-1 (G) | | |
| 9 | Workshop (Admin Block) (G+1) | | |
| 10 | NSH Building (G+6) | | |
| 11 | Boys Hostel Building (G+5) | | |
| 12 | AC Plant Room (G) | | |
| 13 | Medical Gas Plant (G) | | |
| | Total (in figures and words) | | |
| | Service Tax (if any) | | |
| | *Grand Total (in figures and words) | | |

The grand total * will be the deciding factor for L1 provided all the other conditions mentioned in the tender document (GCC, SCC and the technical conditions) are fulfilled.

DATE:

SIGNATURE WITH NAME AND SEAL

Seal & Sign. of the Bidder

Pest Control Programme

| Sl.No. | Services | Frequencies | Chemical | Consumption per year (Qty) | Unit |
|--------|---|--------------------------|-------------------------------|----------------------------|-------|
| 1 | Crawling Insects (Cockroaches, Ants etc.) | 12 Services in a year | Deltamethrin 2.5% SC | 12 | L |
| 2 | Rodents | 24 Services in a year | Bromodiolone Cake/Glue pad | 120 | Kg. |
| | | | Cake | 1200 | Pc |
| 3 | <u>Mosquitoes</u> | | | | |
| a | Thermal fogging | 24 Services in a year | Deltamethrin 1.25% ULV | 5 | L |
| | | | Diesel | 240 | L |
| b | Spray | 24 Services in a year | Deltamethrin 2.5% SC | 144 | L |
| c | Anti Larva | 48 Services in a year | Temphos/BILARVA WP | 4 | Kg. |
| 4 | Lizard Treatment | 12 Services in a year | Chloropyrifos 20% EC | 60 | L |
| 5 | Snake Repellent Services | 12 Services in a year | Cabolic Acids/ Forate | 120 | Kg. |
| 6 | Labour (2 man power) | | | 24 | Month |

- The rates quoted by the agencies shall remain constant during the contract period irrespective of market rates fluctuations.
- The cost of consumables used to Pest Control Services at AIIMS, Raipur will be paid to the Contractor on actual consumption basis subject to certification of invoices from concerned AIIMS, Raipur in-charge.

(Signature of Authorized Person) :-

(Name of the bidder) :-

(Designation) :-

(Name of Firm/Company/Agency) :-

(Contact Details) :-

Format of Experience Certificate

| Project Name | Name of the Employer* | Description of work | Contact No. | Value of Contract (Rs. In Lac) | Date of issue of work order | Stipulated period of completion | Actual date of completion | Remarks explaining reasons for delay & work completed |
|---------------------|------------------------------|----------------------------|--------------------|---------------------------------------|------------------------------------|--|----------------------------------|--|
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* Attach documentary proof in support of above details.

(Signature of Authorized Person) : -

(Name of the bidder) :-

(Designation) :-

(Name of Firm/Company/Agency) :-

(Contact Details) :-