



**NOTICE INVITING TENDER FOR
Annual Maintenance Contract for Providing Treatment for Mosquito Spray [thrice a week]; and
control of Rats, Borer, Wasps, Cockroaches, Ants, Termites [as per need based] – reg.**

ICAR-NAARM is a premier publicly funded Training and Research Management Organization under ICAR, DARE, Ministry of Agriculture & Farmers Welfare, Government of India. The Director, ICAR-NAARM invites Tenders from the reputed Suppliers / Dealers for **Annual Maintenance Contract for Providing Treatment for Mosquito spray [thrice a week]; and control of Rats, Borer, Wasps, Cockroaches, Ants, Termites [as per need based]** in ICAR-NAARM Campus. The bidders are requested to submit the Tenders online on **GeM Portal**.

The details of Tender submission online are as follows:

Sl. No.	Description	Date	Time
1)	Tender Publishing Date	26-12-2022	1400 hrs.
2)	Bid Closing date	16-01-2023	1400 hrs.

The tender document consists of details for **Annual Maintenance Contract for Providing Treatment for Mosquito spray [thrice a week]; and control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings including lecture halls and guest houses [as per need based]**. Tender document can be downloaded from the website of **GeM Portal**. **THE TENDER HAS TO BE SUBMITTED ONLINE ONLY.**

The Director, ICAR - NAARM reserves the right to reject any tender without assigning any reason thereof. A brief detail of tender is given in the following format. General terms and conditions are given in Schedule I.

GENERAL TERMS AND CONDITIONS

1.	Online bids on GeM are invited for and on behalf of the Director, ICAR – NAARM, from eligible bidders for Annual Maintenance Contract for Providing Treatment for Mosquito spray [thrice a week]; and control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings including lecture halls and guest houses [as per need based] at ICAR-National Academy of Agricultural Research Management.
2.	All communications must be addressed to the Director, ICAR-NAARM, Rajendranagar, Hyderabad.
3.	Schedule of the Contract: The detailed specification for the Annual Maintenance Contract for Providing Treatment for Mosquito spray [thrice a week]; and control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings including lecture halls and guest houses [as per need based] ; as provided in SCHEDULE – II of this tender document.
4.	Eligibility Criteria: <ol style="list-style-type: none"> Filled Annexure - A Filled Details as per Annexure-B along with Complete tender document duly sealed and signed Proof of 2 contracts related to Annual Maintenance of Fogging in Government/Public/Private Sector Undertakings of value Rs 1 Lakh or above during the last 2 financial years along with duly filled Annexure-C Tender Form as per Annexure – D Annual Turnover minimum of Rs.8 lakhs/year in last three completed financial years to be provided in format as per Annexure – E duly certified by Chartered Accountant on his letterhead. Scanned copy of Bid Security Declaration Form to be submitted on Company Letter head. Annexure F Scanned copy of Registration Certificate of Firm/Establishment. Scanned copy PAN & GSTIN Registration. (all scanned and combined in one pdf) The firm should enclose copies of income tax returns for the last 3 years (Financial Year 2019-20, 2020-21, 2021-22)
5.	Rejection of tenders: Tenders not complying with any one of the above conditions, are liable to be rejected. No correspondence in this regard will be entertained.
6.	Rates: The rates quoted by you should be inclusive of all taxes, manpower, material with fogging machine, transport and all other incidentals.
7.	Security Deposit: The successful bidder has to furnish Performance Security Deposit @ 3% on the total amount quoted which will be refunded / returned only after satisfactory completion of the contractual obligation. The Security Deposit should be in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any commercial bank and on which no interest will be paid.
8.	Contract Period: The contract will be valid for one year, which may be extended for further two years, subject to satisfactory delivery of supply orders.
9.	Schedule: Tenders are invited for Annual Maintenance Contract for Providing (1) Treatment for Mosquito spray [thrice a week]; and (2) Control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings including lecture halls and guest houses [as per need based].

	The bidder should quote Rates Including Taxes as per Annexure I.
10.	Liquidated Damages: The total area of NAARM campus needs to be covered inch by inch by manual method felling which penalty will be imposed and proportionate payment will be deducted. Penalty imposition will be Rs.2000/- a day [per each day missed in a month] and the maximum penalty to be imposed can go upto 10 % of the total value of contract in a year.
11.	If after finalization of the tender, the selected firm expresses its inability provide the annual maintenance of fogging at the quoted rates, thus failing in fulfilling the stipulated terms and conditions for award of the contract, then the Security Deposit amount is liable to be forfeited in total.
12.	Payment: The firm is required to submit the GST Bill in Triplicate along with the bank details. Payment will be made on monthly basis only after satisfactory completion of fogging work thrice in a week only after it has been certified by the concerned in charge stating that the work has been done satisfactorily.
13.	Taxes / Duties: GST as applicable will be paid
14.	Acceptance of tender: Director, ICAR-NAARM reserves the right to accept or reject any of the tenders either in part or in full without assigning any reason thereof.
15.	Jurisdiction: All disputes including court proceedings shall be settled within the Hyderabad jurisdiction only.
16.	Service: As per the work orders.
17.	The services to be provided as per Schedule II

Sr. Administrative Officer

Terms and conditions for Providing Mosquito spray for entire campus [thrice a week] and Treatment for control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings [as per need based]

S.No	Description of the areas	Frequency
1.	<p>Providing Mosquito spray of the entire campus thrice a week including:</p> <ul style="list-style-type: none"> a) All the main roads of entire campus covering the total surrounding area by manually covering every inch of land. b) All the residential quarters area in the campus. c) Hostel (HoR) and Guest Houses area (Total area in front and back). d) Sports Complex and all security rooms and surrounding areas. e) Surroundings of all Office buildings including Health Centre, Vehicle Section, Electric Section, Farm Office and Recreation Club area, Civil maintenance office. 	Thrice a week
2.	<p>Providing Treatment for control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings [Faculty Building including lecture halls; Administration building including Conference and Committee Halls; Director's Office; Faculty Centre including all lecture halls; Auditorium; A-idea building; Guest Houses namely IGH I; IGH II; Scientist Home; Halls of Residence]</p>	Order will be given as and when required by the Academy.
<ul style="list-style-type: none"> • The Contractor/Firm shall use latest method /technology in executing the work of Anti Termite Treatment and Rodent Control, and the contractor/firm shall be responsible for removal of any dead rats/other insects etc and other pests after the treatment. 		
<ul style="list-style-type: none"> • The contractor/firm shall make a periodical visit of entire campus once in every two months and obtain the certificate from the concerned Officer incharge about satisfactory work done by the firm and submit its report alongwith the Bill. 		

Rate quoted should be inclusive of all taxes, manpower, material with required machine, transport and all other incidentals.

Note: The total area of NAARM campus needs to be covered inch by inch by manual method failing which penalty will be imposed and proportionate payment will be deducted.

PROFORMA FOR FINANCIAL BID

To,
The Director
 ICAR-NAARM
 Rajendranagar
 Hyderabad 500 030

Subject: Quotation for providing Pest/Rodent Control Treatment in the Campus of ICAR-NAARM - reg

Sir,

With reference to your GEM Bid dated _____ on the subject mentioned above, the undersigned have read the terms and conditions of the tender and quote the rates as under: -

S.N.	Details of Work	Monthly Rate including Taxes for Providing Mosquito spray of the entire campus (thrice a week in a month)
1.	<p>Providing Mosquito spray of the entire campus [THRICE A WEEK] including:</p> <ul style="list-style-type: none"> a) All the main roads of entire campus covering the total surrounding area by manually covering every inch of land. b) All the residential quarters area in the campus. c) Hostel (HoR) and Guest Houses area (Total area in front and back). d) Sports Complex and all security rooms and surrounding areas. e) Surroundings of all Office buildings including Health Centre, Vehicle Section, Electric Section, Farm Office and Recreation Club area. 	
		<p>Rate Including Tax for Providing Treatment for control of Rats, Borer, Wasps, Cockroaches, Ants, Termites (rate should be quoted for ONE TIME - as the activity is need-based order)</p>
2.	<p>Providing Treatment for control of Rats, Borer, Wasps, Cockroaches, Ants, Termites for Office buildings [Faculty building including lecture halls; Administration building including Conference and Committee Halls; Director's Office; Faculty Centre including all lecture halls; Auditorium; A-idea building; Guest Houses namely IGH I; IGH II; Scientist Home; Halls of Residence] [as per need based]</p>	

I/We undertake that if our bid is accepted we will provide pest control treatment Services in accordance as specified in the terms and conditions of the tender documents.

I/We undertake that I/we shall furnish the Performance Security within fifteen days after issue of notification of award for an amount equal to 3% of the contract value in the form of demand draft or Fixed Deposit Receipt (in original) or Bank Guarantee in an acceptable form from any Nationalized/Commercial Bank in favour of NAARM Main Account payable at Hyderabad. Performance Security shall remain valid for a period of six months beyond the date of completion of all contractual obligations of the supplier. No interest will be paid on amount, the same will be refunded when the contract is over and after clearing all dues.

I/We also agree to abide by this Bid validity period of 180 days from the date of opening of Technical Bid. It shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

I/We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

I/We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

I/We understand that you are not bound to accept the lowest or any bid you may receive.

I/We attach here with an affidavit confirming that the information furnished in the Bid is correct to the best of our knowledge and belief.

I/We clarify/confirm that we comply with the eligibility requirements of the bidding documents till our contract remain in operation/force.

Signature of the Contractor

CHECKLIST (To be uploaded with Technical Bid)

S.No.	Document to be uploaded in Technical bid on GeM	Whether Uploaded (Yes/No)
1.	Filled Annexure – A	
2.	Filled Details as per Annexure-B along with Complete tender document duly sealed and signed.	
3.	Proof of 2 contracts related to work order for fogging in Government/Public/Private Sector Undertakings of value Rs 1 Lakh or above during the last 2 financial years along with duly filled Annexure-C	
4.	Tender Form as per Annexure – D	
5.	Bid Security Form Annexure F	
6.	Scanned copy of Registration Certificate of Firm/Establishment	
7.	Scanned copy PAN & GSTIN Registration. (all scanned and combined in one pdf)	
8.	The firm should enclose copies of income tax returns for the last 3 years (Financial Year 2018-19, 2019-20, 2020-21)	

COMMERCIAL DETAILS

(To be submitted on Firm's Letter head)

1.	Name and Address of Bidder	
2.	Telephone No. / Mobile No. / FAX No.	
3.	Email ID	
4.	Month and Year of Establishment	
5.	PAN and GSTIN Number	
6.	Bid Security Declaration Form details	
7.	Local Office Address in Hyderabad / Secunderabad	

SIGNATURE OF THE BIDDER & STAMP

Date:

Place:

RELEVANT WORK EXPERIENCE DETAILS

(To be submitted on Firm's Letter head)

Sr. No.	Name of the Deptt. Organization where such works was done	Period	
		From	To
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			

AUTHORISED SIGNATORY OF THE FIRM WITH SEAL

Place:

Dated:

Note: While uploading this annexure in GeM bidder should make sure that work experience certificates are also uploaded along with this in one single pdf

TENDER FORM

(To be printed on company letter head)

Date: _____

To
The Director
ICAR-NAARM, Rajendranagar,
HYDERABAD – 500 030

Ref: Your Tender Notice Advt. No. _____ dated-----.

Dear Sir,

I/We hereby offer for your requirements detailed in the schedule hereto or such portion thereof as you may specify in the Acceptance of Tender at the rates quoted given in the said schedule and agree to hold this offer for 90 days for acceptance. I/We shall be bound by a communication of Acceptance dispatched within the prescribed time and also execute agreement required in this regard.

2. I/We have understood the Instructions to Tenderers and General Conditions of Contract governing such contracts placed by Indian Council of Agricultural Research and its Research Institutes and the Special Conditions of Contract, and have thoroughly examined the details indicated in the Schedule to Tender thereof and am/are fully aware of the goods and/or services required and my/our offer to work/supply/provide the goods and/or services strictly is in accordance with the requirements.

3. D.D.No. _____ Dt. _____ for Rs. _____ (in words) Rupees
_____ only) drawn on (Bank) _____ is
enclosed towards Earnest Money Deposit

4. Relevant NSIC/MSME Certificate enclosed

Yours faithfully,

Signature: _____

Name: _____

Address: _____

(Company's seal)

TO WHOMSOEVER IT MAY CONCERN

I have personally gone through the accounts of the following:

M/s _____

Address _____

Below is the turnover of the firm for last 3 completed Financial Years:

Financial Year	Turnover in Rupees
2019-20	
2020-21	
2021-22	

NAME, SIGNATURE AND SEAL OF CHARTERED ACCOUNTANT

- To be uploaded online in technical bids.
- The same should be filled on letter head of the Chartered Accountant.

[To be printed on Company letter head]

To
The Director
ICAR-NAARM
Rajendranagar
Hyderabad 500 030

Sir,

We, the undersigned, declare that: We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with your institute for the period of time of 2 years starting on date of closing of bids if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have withdrawn our Bid during the period of bid validity specified in the Letter of Bid; or
- (b) having been notified of the acceptance of our Bid by your institute during the period of bid validity,
 - (i) fail or refuse to execute the Contract, if required, or
 - (ii) fail or refuse to furnish the Performance Security as per tender conditions

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder.

Signature of Authorized signatory with company seal

BOQ OF FOGGING AND PEST CONTROL

Item Title	Item Description	Item Q	Unit of Consignee	Delivery Period (In number of
Fogging Mosquito spray	Monthly Rate including Taxes for Providing Mosquito spray of the entire campus (thrice a week in a month)	1	1 stores.cor	15
Pest Control	Rate Including Tax for Providing Treatment for control of Rats, Borer, Wasps, Cockroaches, Ants, Termites (rate should be c	1	1 stores.cor	15