



Central Bank of India
MUMBAI METROPOLITAN ZONAL OFFICE
346, STANDARD BUILDING,
DR D. N. ROAD, FORT,
MUMBAI- 400023

TENDER FOR PEST CONTROL
CONTRACT



INVITATION OF TENDER FOR PEST CONTROL

Central Bank of India, Mumbai Metropolitan Zonal Office (MMZO) invites tenders for **Pest Control Treatment** at Standard Building, Dr. D N Road, Fort, Mumbai. Service Provider/s with requisite credential and experience may submit their tenders as per the under mentioned procedure, terms and conditions and schedule:

- A.** The Tender shall be in **Two Bid** system. The tender document should be dropped in Tender Drop Box kept on Ist Floor, Business Support Department, Standard Building, Dr. D N Road, Fort, Mumbai. Bank shall not be responsible for any postal delays.
- B.** The Tender Fee shall be Rs. 500/-, (Five Hundred) **non refundable** payable by Demand Draft of any Nationalized Bank, favouring Central Bank of India, payable at Mumbai.
- C.** The Tender should have two sealed envelopes, one marked; Part A – Technical Bid (Annexure „A“, with eligibility criteria details) and the other marked Part B Commercial Bid (Annexure „C“). Both the envelopes should bear the Name, Address, Mobile No. and e-mail of the Service Provider submitting tender. Both the sealed envelopes shall be placed inside a larger envelope, super scribed ‘**TENDER FOR PEST CONTROL**’, with Address / Contact Details thereon.
- D.** Date of Commencement of the Tender : **02/08/2022**
- E.** **Pre bid meeting** shall be held on 17/08/2022 at 1500 hr. at Ist floor, Business Support Department, Mumbai Metropolitan Zonal Office (MMZO), Standard Building, Dr. D N Road, Fort, Mumbai-400023
- F.** The **Last date for submitting** the Tenders is **23/08/2022 up-to 3.00 p.m.** at the following address: Assistant General Manager, Central Bank of India, Business Support Department, Mumbai Metropolitan Zonal Office (MMZO), Standard Building, Dr. D N Road, Fort, Mumbai-400023.
- G.** The Tender (Technical Bids) shall be opened on 23/08/2022 at 15.40 hrs (3.40 pm) , Central Bank of India, Business Support Department, Mumbai Metropolitan Zonal Office (MMZO), Standard Building, Dr. D N Road, Fort, Mumbai-400023. Presence of representatives of respondents to the tender is welcome during opening of the bid. **The representative should bring an**

authority letter in this regard, in firms letter head duly signed with seal.

- H.** The Tender Forms could be downloaded from the website (www.centralbankofindia.co.in), the **Demand Draft for Tender Fee and EMD should be enclosed with Technical Bid.** Bid without Tender Fee shall be rejected.
- I.** The Commercial Bid of only those Service Providers, who would qualify in terms of eligibility criteria specified shall be considered for further evaluation, All relevant Technical Details to be duly filled in and supporting documents, wherever required should be attached. The Technical Details shall be typed and presented in **proper folder with Index.**
- J.** The date of opening of Commercial Bids shall be informed telephonically, depending on the outcome of finalization of Technical Bids.
- K.** For details / clarifications please contact (1) Mr. Budhi Prakash Jatwa- 9664485500 (2) Mr. Suneel Sharma- 7999068590 (3) Mr. Amarnath- 6303929013 on any working day between 10.00 a.m. & 4.00 p.m.

ELIGIBILITY CRITERIA FOR SUBMITTING TENDERS: -

1. The Service Provider/s should be a Proprietorship Firm / Partnership Firm / Pvt. Ltd. Company / Public Ltd. Company and should have **proper Office Infrastructure** and set up at Mumbai/ Mumbai Agglomeration. (**Enclose Details of office set up**).
2. The Service Provider/s should have been in the job of providing Pest Control for a minimum period of **Five Years as on 31/03/2022.**
3. The Service Provider/s should be providing Pest Control Services **at-least in three Public Sector Banks or Public Sector Undertakings or MNCs.** The contract should be in vogue as of 31/03/2022 with a minimum of five Service Personnel in one organization [enclosed details of organization, duration of contract and number of the personnel deployed]
4. The Service Provider/s should have Minimum **Annual Turnover of Rs. 20 LAKHS** per annum, during each of the last three years (**Enclose Chartered Accountant's Certificate with quantum of turnover during each year**).
5. The Service Provider/s should have earned Net Profit during the last Three Financial Years (**Enclose Chartered Accountant's Certificate with Quantum of Profit during each year**).
(In addition to CA's certificate, audited B/Sheet and P/L A/c for three years to be enclosed).
6. The Service Provider/s **should have registration** with the respective Regulatory / **Statutory Authorities** for carrying Pest Control Services. The Service Provider/s

shall be responsible for keeping the said licenses / permissions valid during the period of contract for Pest Control Services with the Bank. **(Enclose a statement indicating all relevant registrations with name of the authority issuing it, date of issue and, expiry date / validity with a copy of each registration)**

7. The service provider should **submit an undertaking** declaring that there is **no legal dispute** relating to the service provider, pending with any Honorable Court of Law or ALC. **(Enclose undertaking)** in the country.
8. The Service Provider should submit a **certificate of satisfactory service** from any one of the organizations where he is presently contracted. **(Enclose certificate)**.

Make In India/ Startup/ MSE/ Neighboring Country Clause (Ref: Annexures B-I & B-II)

1. Only local suppliers will participate in the bidding process as applicable under the orders issued by Govt. of India namely Public Procurement (Preference to make in India) Order 2017 as revised from time to time. Ref: PPP-MII Order dated 16.09.2020 (Order number P-45021/2/2017-PP (BE-II) and as amended time to time.
2. No exemptions/relaxation shall be given to the STARTUP. (Ref: As defined in the Gazette notification No DL-33004/99 dated 11.04.2018 of Ministry of Commerce and Industry and as amended time to time).
3. The exemptions/relaxation of Tender Fee/ EMD & Annual Turnover shall be given to MSEs which are not a STARTUP. (Ref: Gazette notification No DL-33004/99 dated 23.03.2012 as amended time to time)
4. The clauses regarding restrictions on procurement from a bidder of a country which shares a land border with India shall be adhered to. (Ref: Order No F.No.6/18/2019-PPD, Ministry of Finance, Department of Expenditure).

SCOPE OF WORK:

1. **Part I -General Pest Control Treatment-** Gel Based treatment for cockroach, ants, lizards and other insects in kitchen, toilets, store rooms, under grill, ventilations shelves etc.

2. **Part II - Rodent Control Treatment**

3. **Part III - Bed Bugs Control Treatment**

4. **Part IV - Termite Control Treatment**

a) Pest Control & Rodent Control shall be on monthly basis at all Office Premises.

b) Bugs Control shall be as and when required.

c) In Office Premises, pest control shall include drilling and injecting chemicals once in a year in addition to normal service.

d) Termite control to include spray/injection method with water solvent chemicals.

- The products/chemicals used should be environment friendly and approved for household purpose only. "Public Health Approval (HACCP Certificate)" to this effect to be submitted by the vendor.

Terms and Conditions of Contract: -

1. The Tender documents should be duly stamped and signed by the authorized official of the firm.
2. The Tender cannot be sublet / transferred.
3. Incomplete tender and those which do not conform to the requirements of the invitation of the tender are liable to be rejected.
4. Service Provider / Tenderer shall be responsible for compliance with all Labour laws / Legislations and Statutory guidelines associated with this activity.
 - a) The payment of Wages Act as per Central Government rules.
 - b) Employer's Liability Act, including P.F. Act, Gratuity Act, Insurance Act etc.
 - c) Workmen's Compensation Act.
 - d) Contract Labour (Regulation and Abolition Act).
 - e) Apprentices Act.
 - f) Any other Act or enactment relating thereto and rules framed there under from time to time.
5. The personnel engaged on the Pest Control job shall be in **uniform** and shall be in possession of identity card issued by service provider. They shall be medically fit and shall also have the protection gear while carrying out various services.

6. Other Terms and Conditions:

- a. Pest Control shall also include intellectual services and Rodent Control shall include supply of Rat pads. The contractor shall submit his bills immediately after the service is carried out as per the schedule with service certificates duly signed by the Officer-in-charge of the department and in case of residential quarters, by the resident concerned.
- b. Payment shall be made strictly on the basis of area covered and services rendered.

7. Termination of the Contract: -

In the event of Service Provider committing a breach of any of the terms and conditions of the tender, the Bank reserves the right to **terminate the contract with one month's notice**. However, in case the contractor wishes to terminate the contract, **he shall give 3 months' notice in advance to the Bank** to enable the Bank to make alternate arrangements.

8. **Tenure of the Contract: -** The contract shall be valid for an initial period of one year. The same could be renewed for further period upto maximum of three years on mutual consent strictly based on performance and compliance to all statutory requirements.
9. **Jurisdiction of Dispute Redressal:** All disputes are subject to Mumbai Jurisdiction Area.

10. The Bank reserves the right to reject any or all the tender/s without assigning any reason. There shall be no compulsion of the Bank to accept the lowest offer.

11. Service Provider shall be required to enter into an agreement with the Bank within one month of issuing the contract letter. Till the time, the agreement is signed, the terms and conditions contained in the tender shall constitute agreement between the two parties. It will be the responsibility of the contractor to prepare all relevant documents of agreement **(draft agreement shall be provided by the Bank)** including the stamp fee.

12. **EMD** - The Contractor has to provide Earnest Money Deposit Rs. 2,000/- (Rs. Two Thousand only) payable through Demand Draft of any Nationalised Bank, favouring Central Bank of India, payable at Mumbai along with the Technical Bid. Separate Demand Drafts of Tender Fee and EMD should be enclosed with the Technical Bid. EMD & Tender Fee should be valid for a period of 90 days from the date of opening of tender. Tender not supported by Tender Fee and / or EMD is liable to be rejected. **Tender Fee of Rs.500/- (Rs five hundred only) is non-refundable.** The demand drafts of EMD deposited with tender will be treated as under: -

- a. The EMD of those service provider/whose BID will be found successful and awarded contract will be retained by the Bank for the continuance of the contract till Security Deposit is provided.
- b. The EMD of the bidders, whose BID will be found unsuccessful will be returned within one month of completion of the process.

13. **SECURITY DEPOSIT:**

The successful bidder/s will have to give a Performance Bank Guarantee (PBG) **Rs. 6,000/-** (Six Thousand Only) having validity of two years plus 3 Months. In case the contract is further extended beyond the initial period of one year, the PBG will have to be accordingly renewed by the successful bidder. After submission of the Performance Bank Guaranty by the successful bidder, the EMD shall be released. Please Note, the PBG should be submitted within 15 days of award of the contract.

14. There shall be **no sub-contracting**.

15. The books of accounts shall **be available for verification by the Auditors** of the Bank.

16. The proprietor / contractor's authorized representative shall meet the Officer in charge House Keeping of the Bank once in a month to discuss Pest Control related matters viz. improvements required, problems being faced etc.

17. **SPLIT CLAUSE:**

The Bank at its discretion may award the contract to one or more Service Provider/s in case the L-1, rates are matched by L – 2 & L – 3, including all terms & conditions.

18. **NEGLIGENCE AND INDEMNITY**

- a) If the contractor neglects to execute the work with due diligence as per schedule or refuses or neglects to comply with the terms of contract or contravenes the

provisions of the contract, the bank may give notice in writing to the contractor calling upon him to make good the failure, neglect or contravention within such time as may be reasonable and in default of the said notice, the bank shall have the right to cancel the contract holding the contractor liable for the damages that the bank may sustain/incur. Thereafter the bank may make good the failure at the risk and cost of the contractor. The contractor assumes responsibility for and shall indemnify the bank from all liabilities, claims, costs, expenses, taxes and assessments including penalties, punitive damages, attorney's fees and court costs which may be required with respect to any breach of the contractor's obligations under the contract or any other statutory violations.

- b) The Bank shall be entitled to recover the cost of any damage/s caused to the equipment, furniture / fixtures **due to the negligence** of the pest control staff, from wages payable to the contractor.
- c) In case of any deficiency in services, the Bank will be entitled to get the work done from any other person/contractor and recover the cost with penalty. The Bank's decision in the matter will be final and binding upon the Service Provider. The **penalty shall be Rs. 1000/- per day.**

ARBITRATION

Any arbitration arising in this contract, in case of failure of amicable settlement between the parties, then either party may within 28 days of such failure give a written notice to the other party requiring that all matters in dispute or difference be arbitrated upon. The venue for such arbitration shall be Mumbai. Any fees payable to the arbitrator, shall be equally borne by both the parties.

FORCE MAJEURE

If at any time during the currency of the contract, the performance in whole or in part by either party or any obligation under the contract shall be prevented or delayed by reasons of any war, hostilities, acts of god, Public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics etc. then, provided notice of the happening of the any such events is given by either party to the other within 15 days from the date of occurrence thereof, neither party shall be terminate their contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance. The whole or any part of the Party's obligations under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If force majeure event continues beyond the period of three (3) months the parties shall hold consultation to resolve the problem satisfactorily.

LIQUIDATION, BANKRUPTCY ETC.

If the contractor becomes bankrupt or insolvent or causes or suffers any receiver to be appointed for his business or any assets thereof, compounded with his creditors, or being a corporation, commence to be wound up for the purpose of amalgamation or reconstruction, or carry on its business under a receiver for the benefit of its creditors, the

bank shall be at liberty to:

Terminate the contract forthwith upon coming to know of the happening of any such event as aforesaid by notice in writing to the contractor or to the receiver or liquidator or to any person in whom the contract may be vested

OR

Give such receiver, liquidator or other person the option of carrying out the contract subject to his providing guarantee for the amount to be specified by the bank

COMPLETENESS

Any other services which might not have been specifically mentioned in this contract but are necessary for the performance or completeness of the contract shall be provided/rendered by the contractor.

Assistant General Manager

Details of Group ‘A’ Properties (Commercial / Office Properties):

Sr. No.	Description of the Property	Description of the Floors	Area Sq. Ft.	Total Built up Area Sq. Ft.
A-1	Central Bank of India, Standard Building	Ground floor	9000	33000
		Floor No. 1	8000	
		Floor No. 2	8000	
		Floor No. 3	8000	

ANNEXURE – A

“TECHNICAL BID”

Serial No.	Description of the Information	:	Details	
1.	Name of the Firm / Company	:		
2	Status of the firm (Whether Public Ltd. Co. / Private Ltd. Co. Partnership Firm / Proprietorship Firm)	:		
3	Address with Telephone/Mobile Nos./ and E-mail	:		
4	Names of Directors / Partners / Proprietor	:		
5	Mobile Nos.	:		
	Fax Nos.	:		
6	Date of Establishment	:		
	Date of Registration	:		
7	Name and address of the Banker/s	:		
8	Minimum Turnover of Rs. Twenty lakh per annum & Profit figures for last 3 years (Enclose Final Accounts vis B/sheet and P/L A/c statement and Chartered Accountant's Certificate)	:	Turnover	Net Profit
	Financial Year 2019-2020	:		
	Financial Year 2020-2021	:		
	Financial Year 2021-2022	:		
9	Registration with Labour Commissioner	:		

Serial No.	Description of the Information	:	Details
10	Provident Fund Registration No.	:	
11	ESIC Registration No.	:	
12	Permanent Account No. of Income Tax Furnish copies of Income Tax Clearance Certificate	:	
13	Service Tax Registration No.		
14	Details of Pest Control contracts, where contract exists (as on the date of tender) for: - PSB/ PSU/ MNCs		
	Name of the PSB/PSU/MNC		Duration of Contract Monthly Value of the services
	1.		
	2.		
	3.		

I / We hereby confirm that there is no legal dispute / any legal matter relating to my / our firm / company, pending with any Honorable Court of Law / ALC in the country..

Note: - Please ensure that all columns are filled with relevant details and no column should be left blank. In the absence of any of the required information the Bid of the service provider is liable to be rejected. All relevant supporting documents should be enclosed in respect of each description of information.

Signatures: -

Name of the Signatory: -

Seal of the Firm / Company

Date:

Place:

ANNEXURE B-I

PURCHASE PREFERENCES

Purchase Preference to Micro and Small Enterprises (MSEs) and Startups and Purchase Preference linked with Local Content (PP-LC) shall be applicable subject to full compliance of other terms and conditions of the RFP and Contract. Following are the conditions applicable as per the Government of India Guidelines on Purchase Preference.

1. MICRO & SMALL ENTERPRISES [MSEs]:

Procurement through MSEs (Micro & Small Enterprises) will be done as per the Policy guidelines issued by the Ministry of Micro, Small & Medium Enterprises vide Gazette notification no. D.L.-33004/99 dated 23.03.2012 and as amended from time to time. Following are the conditions applicable as per the Government of India Guidelines:

- 1.1. MSEs should provide proof of their being registered as MSE (indicating the Terminal Validity Date of their Registration) for the item under Tender/ RFP along with their offer, with any agency mentioned in the Notification, including:

- 1.1.1. District Industries Centers or

- 1.1.2. Khadi Village Industries Commission or

- 1.1.3. Khadi & Village Industries Board or

- 1.1.4. Coir Board or National Small Industries Corporation or

- 1.1.5. Directorate of Handicrafts & Handloom or

- 1.1.6. Any other body specified by the Ministry of Micro, Small & Medium Enterprises.

- 1.1.7. For ease of registration of Micro and Small Enterprises (MSMEs), Ministry of MSE has started Udyog Aadhaar Memorandum which is an online registration system (free of cost) w.e.f. 18th September, 2015 and all Micro & Small Enterprises (MSEs) who are having Udyog Aadhaar Memorandum should also be provided all the benefits available for MSEs under the Public Procurement Policy for Micro and Small Enterprises (MSEs), Order 2012.

- 1.2. MSEs are exempted from paying Application fee/cost & EMD, subject to furnishing of valid certificate for claiming Exemption.

2. STARTUP

No exemptions/relaxation shall be given to the STARTUP owing to the criticality and the sensitivity of the project. (Ref: As defined in the Gazette notification No DL-33004/99 dated 11.04.2018 of Ministry of Commerce and Industry and as amended from time to time)

3. Procurement through Local Suppliers (MAKE IN INDIA)

Department for Promotion of Industry and Internal Trade, in partial modification (Paras 2, 3, 5, 10 & 13) of Order No P-45021/2/2017-B.E.II dated 15.6.2017 as amended by Order no. P-45021/2/2017-BE dated 28.05.2018, Order no. P.45021/1/2017-BE-II dated 29/05/2019 and Order no. 45021/2/2017-BE-II dated 04.06.2020 hereby issued the revised "Public Procurement (Preference to Make in India), Order 2017" dated 16.09.2020 to be followed to promote manufacturing and production of goods and services in India under "Make in India" initiative.

Note: The bidder should refer to detailed circular(s) issued by the concerned Ministry/Department of the Govt. of India.

CERTIFICATE
SHARING LAND BORDER WITH INDIA

(On letter head of the Company/ Firm)

To,

**The General Manager
Business Support Department (BSD)
Central Bank of India, Central Office
Chandermukhi, Nariman Point
Mumbai - 400021**

Request for Proposal (RFP) Ref:

1. This is to certify that we have read the clause regarding restrictions on procurement from bidders of countries sharing land border with India as per Ministry of Finance Order (Public Procurement No. 1) dated 23rd July, 2020. Further, it is certified that our company is neither from a country sharing land border with India nor our company is an entity as under:
 - a. An entity incorporated, established or registered in such a country
 - b. A subsidiary of an entity incorporated, established or registered in such a country
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country.
 - d. An entity whose beneficial owner (as per definition attached) is situated in such a country
 - e. An Indian (or other) agent of such an entity
 - f. A natural person who is a citizen of such a country
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

Place:

Signature:

Date:

Name & Designation

Company Seal

Note: The bidder should refer to detailed circular(s) issued by the concerned Ministry/Department of the Govt. of India.

ANNEXURE – C

“COMMERCIAL BID”

1. OFFICE PREMISES :

a) Pest Control (Monthly) : _____ Per Sq.Ft.

2. RODENT CONTROL :

a) Office Premises (Monthly) : _____ Per Floor (Package Rate)

3. TERMITE CONTROL: (Quarterly) _____ Per Floor (Package Rate)

NOTE :

a) The rate shall include chemicals and labour charges but **excluding taxes** at actual.

Signatures: -

Name of the Signatory: -

Seal of the Firm /

CompanyDate:

Place: