

# Jammu & Kashmir Entrepreneurship Development Institute (J&KEDI)

(An organization of Government of Jammu & Kashmir)

Sempora, Pampore (Kashmir)-191101 (P.O: Pantha Chowk)/ Bari-Brahmana Jammu -181133/ Industrial Estate Leh,

Ladakh-194101, Contact: Kashmir: 01933-224362/65/67: Jammu: 01923-222412/13

Website: [www.jkedi.org](http://www.jkedi.org)

<b>Location: JKEDI, SEMPORA PAMPORE</b>	<b>Tender No.: JKEDI/Est/2019/151</b>
<b>Ref: Tender for Pest Control.</b>	<b>Date:26-06-2019</b>

## 1. Tender Document Receipt

<b>CONTRACTOR</b>	
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I hereby acknowledge receipt of one set of tender documentation for the above project.

- (i) Tender Document Receipt
- (ii) Tender Notice
- (iii) General Conditions for Tender.
- (iv) Bidder's Profile.
- (v) Annexure "A" (Specifications of Items)
- (vi) Declaration of Eligibility

<b>FULL NAME:</b>	
<b>SIGNATURE:</b>	
<b>DATE &amp; TIME:</b>	
<b>CONTACT NUMBER/ ADDRESS</b>	
<b>EMAIL:</b>	
<b>WEBSITE:</b>	

# Jammu & Kashmir Entrepreneurship Development Institute(J&KEDI)

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Sampora, Pampore (Kashmir)-191101 (P.O: Pantha Chowk)/ Baribrahmana Jammu -181133/ Industrial Estate Leh, Ladakh- Contact: Kashmir: 01933-224362/65/67: Jammu: 0191-2474512, 2477327/329

Website: [www.jkedi.org](http://www.jkedi.org)

Location: JKEDI, PAMPORE, KASHMIR	Tender No.: JKEDI/Est/2019/151
Ref: Tender for Pest Control.	Date: 26-06-2019

## 2. TENDER NOTICE

JKEDI, hereby invites interested parties to submit their proposals for pest control services for its offices situated at Sempora Pampore/Industrial Estate, Baribrahmana, Jammu/ Women Entrepreneurship center (jammu) & Womens Entrepreneurship Center (Kashmir).

Sealed quotations affixed with Rs 6/- Revenue Stamp and accompanied with CDR/FDR of Rs.10,000/-(Rupees ten Thousand Only) pledged to Director, J&KEDI, Pampore are invited from the Dealers / firms for **Pest Control** services

Interested parties may collect the detailed Tender Document against a payment of Rs.1,000/- (non- refundable) which should be in the form of Demand Draft drawn in favour of Director, J&KEDI, Pampore, from Estates- Utilities & Support department of the Institute during office hours from **26 -06-2019**. The Tender Document can also be downloaded from the official website of JKEDI, [www.jkedi.org](http://www.jkedi.org). Tender documents, thus downloaded from the website shall be accompanied by a Demand Draft for Rs 1,000/- drawn in favour of Director, J&KEDI, Pampore, at the time of submission.

The Tender documents, in complete form, should reach to the office of Manager, Estates- Utilities & Support of Institute by or before **15-07-2019**, upto 3 P.M. and shall be opened on **19-07-2019** at 3 P.M. or any other day convenient to purchasing committee in presence of the bidders who wish to be present.

Sd/-  
Director

### **3. General terms and Conditions:**

Tenders are invited under two bid system i.e. Technical Bid and Financial Bid.

Tenders should be written or printed with indelible ink and submitted in a sealed cover

The bidders shall submit two separate sealed envelopes super-scribing ENVELOPE- A as technical bid and envelop B as financial bid.

"Technical Bid for providing pest control services to JKEDI Sempora Pampore/Industrial Estate Area, Baribrahmana, Jammu. Women center (jammu) & Womens Center (Kashmir) " and ENVELOPE- 2 as "Financial Bid for providing pest control services to JKEDI Sempora Pampore/Industrial Estate Area, Baribrahmana, Jammu. Women center (jammu) & Womens Center (Kashmir)".

Both the sealed envelopes 1 and 2 shall be kept in the 3rd envelope super-scribing "Tender for providing pest control services to JKEDI Sempora Pampore " giving date and time submission of bids along with tenderer's name and address.

A tender should be submitted in the office of "JKEDI Sempora Pampore pin 191101 upto 3:00 P.M. of the closing date.

Demand Drafts for Tender document fee and EMD should be placed in envelope A of Technical Bid.

The office will not be responsible for any delay, loss or non-receipt of the bid sent by post/courier. A bid sent through Fax or email will not be accepted.

The bidder shall ensure that each page of the tender and all other enclosures appended to it are signed and stamped by the person authorized to sign the tenders, as a token of having read and understood the terms and conditions contained therein before filing the tender document for bid process.

### **4. GENERAL INSTRUCTIONS:**

All the Tenders shall be prepared as per the prescribed format and submitted in accordance with instructions in the tender document.

All entries in the tender form should be legible and filed clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached.

Interested Parties may submit their sealed tenders after inspection of the premises. The inspection of the four separate premises can be made between 1 p.m. and 3 p.m. on all working days till the last date for the receipt of tender, except Sunday, being holidays.

Any conditional tender will not be accepted.

All the prices should be inclusive of applicable taxes with detailed breakup.

Any correction or alteration is not allowed in the Financial Bid.

The Lowest (L1) bidder will be decided on the basis technical and financial evaluation of the bids by the purchase committee.

The tender shall be valid for three months.

The bidder should have a valid license to stock and use of permissible insecticides for commercial pest control operation (Enclose copies of necessary certificates /Licenses duly attested and authenticated, as proof).

## **5. LEGAL:**

JKEDI reserves the right to accept/reject any or all the tenders without assigning any reasons therefore and, in such case, bidders shall not have any claim on the Office of JKEDI.

The contractor should maintain attendance and other record of the man power engaged by him required under law and must observe all the formalities under the labour act.

In case, any person employed by the contractor commits any act of omission/commission that amounts to misconduct/ indiscipline/ incompetence or involves in any act that is prejudicial to the employees of this office or to the office, such person will be immediately debarred from the site of work by the officer in charge and the contractor will be liable to take appropriate disciplinary action against such persons, with intimation to this office about the action initiated against such person.

The Service providing agency shall be solely responsible for the redressal of grievances/resolution of disputes relating to persons deployed. This Office shall, in no way, be responsible for settlement of such issues, whatsoever.

JKEDI shall not be responsible for any injury or death of any worker at site due to accident or malfunctioning of the equipment or by negligence of staff.

It will be the responsibility of the contractor to meet transportation, food, medical and any other requirements in respect of the persons deployed by him. The Office shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by service providing agency during the course of their performing the functions/duties, or for payment towards any compensation.

JKEDI shall be at liberty to discontinue/cancel the contract agreement by giving one week notice without assigning reason there of decision of JKEDI shall be final and binding on the contractor for which no claim on any account shall be entertained by the department.

## **6. NAME AND ADDRESS OF THE AUTHORITY**

Jammu & Kashmir Entrepreneurship Development Institute (J&KEDI)  
Sempora, Pampore (Kashmir)-191101 (P.O: Pantha Chowk)/ Bari-Brahmana Jammu -  
181133

## **DOWNLOADING OF TENDER DOCUMENT:**

<http://www.jkedi.org>

## **7. Venue of opening Technical and Financial Bids:**

Jammu & Kashmir Entrepreneurship Development Institute (J&KEDI)  
Sempora, Pampore (Kashmir)-191101

## **8. TENDER DOCUMENT FEE (non-refundable)**

Rupees One Thousand only payable by Demand Draft to Director, J&KEDI, Sempora Pampore, from our office at JKEDI Sempora Pampore/Industrial Estate Area, Baribrahmana, Jammu.. Tender Document Fee is non-refundable.

## **9. EARNEST MONEY DEPOSIT (EMD):**

An Earnest Money Deposit – (EMD) of Rs. Ten thousand only shall be furnished in the form of D.D pledged to Director, J&KEDI, Sempora Pampore,  
Tender without EMD amount will not be considered and rejected outright.

The EMD of unsuccessful Bidders shall be released after declaration of the lowest bidder by the Competent Authority.

## **10. SCOPE OF WORK:**

10.1. Pest Control at JKEDI Sempora Pampore/Industrial Estate Area, Baribrahmana, Jammu. Women center (jammu) & Womens Center (Kashmir), including General Pest Control, Rodent Control, reptiles, crawlers and Termite Control, as elaborated below:

### **(A) General Pest Control:**

It means eradication of Cockroaches, Mosquitoes, Flies, Lizards, Termite, bugs etc. through the use of permitted insecticides as per Government of India and WHO norms. The Pest control should cover all the places like space under the tables, chairs, almirahs, on and around the pile of files, wooden furniture, false ceiling, staircases, lift lobby, all toilets drain ducts, pantry rooms, in stores and any hidden space under the furniture and no space should be left l unattended.

### **(B) Rodent Control:**

Rat & Rodent inside the building: The building is surrounded by the trees and plants and has open land area and, therefore, rat and rodent control is the main purpose of the tender. Rat/ Rodent should by controlled by :

- a. Catching Rats or reptiles ,
- b. Placing a glue mat or
- c. Placing ultra sound devices as may be required in multiple numbers on all floors or
- d. Doing permitted spray or putting herbal / chemical tablets etc. to keep rats and rodents away from buildings or force rats / rodents to move outside from buildings.
- e. Combinations of any of the above.

It should be ensured that such chemicals should not be put so that rats/ rodents/reptiles would die inside the building or above the false ceiling.

### **(C) Termite Control:**

- a. The Pest control for termites and white ants should cover all the places like spray under the tables, chairs, almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, on lift lobby, on all toilets drain ducts, on all pantry rooms, in all stores and any hidden space under the furniture and should leave no space unattended.

- b. The Chemical need to be placed in drilled holes on the floor adjacent to bricks walls, wooden chamber, paper files, compactor rooms etc. to ensure that termite should not attack on wooden items and office files.

10.2 Agencies must ensure that the pest control once done shall remain effective up to next pest control, failing which it shall have to be done again and any cost therefore will not be entertained.

10.3 The pesticides, etc. used for pest/rodent control, should not create adverse impacts on human health.

**11. Validity of the contract:**

The period of contract will be for a period of one year from the date of issuance of work order for the contract. However, the contract may be extended for a further period on mutual consent based on the performance assessment by JKEDI. JKEDI reserves the right to terminate the contract by giving 7 day's notice and without assigning any reason thereof.

**12. Eligibility conditions:**

As mentioned in Form-A (Technical Bid)

**13. Payment :**

Payment to the Contractor shall be released on monthly basis on submission of bills along with logbook for services rendered in the particular month, endorsed by the designated officer of the Institute.

**14. EVALUATION CRITERIA:**

Technical and Financial Bids shall be opened by the purchase Committee in presence of the bidders.

Total number of Bids received will be announced to bidders during Bid at the time of opening.

Technical Bid will be opened first. Only bidders who qualify in the Technical Bid will be considered for Financial Bid and only their financial bids will be opened i.e., Financial Bid of the unqualified bidders in Technical Bid will not be opened.

Price quoted in each Financial Bid will be announced to bidders.

Purchase committee will evaluate the Technical and Financial Bid and submit their reports to the competent authority.

FORM -A  
TECHNICAL BID

Note: Documentary evidence is required to establish fulfillment of all conditions mentioned herein.

1. TENDER DOCUMENT FEE: Rs.  
1000/- (Details of DD amount,  
Bank name, DD No.)
2. CDR FEE: Rs.10,000/-  
(Details of CDR amount, Bank name, CDR No.)
3. Name of the Company/Firm/Agency :  
The Bidder Company/Firm/Agency should have been registered under the  
law as applicable.  
(Attach relevant documents for Registration Details).
3. Address of Head Office :
4. Tender documents and other documents duly stamped and signed by the bidder:
5. Details of Company's past experience documents (Minimum three years in the  
field).
6. (Please enclose copy of award and the contract signed a proof)

Sr. No	Period (year)	Name of the client with the value address and contact number	Contract
1			
2			
3			

7. Details of documents related to company:

PAN

GST



I/We declare that no contract has been cancelled during the period of past three years.

Note: Any suppression of material facts or discrepancy in this respect will lead to disqualification of the tender or later on.

I /We certify that all the terms and conditions of the tender documents are acceptable to me/us.

Signature of the authorized Person of the  
concern NAME-

Date :

Place:

Name , Designation, Company  
Seal

F O R M - 2  
Financial Bid  
**For Pest Control**

1. Name of Bidder
2. Address & Contact No. of the bidder:
3. Amount quoted for providing Pest Control Services to JKEDI Sempora Pampore/Industrial Estate Area & Womens Center (Kashmir).

Sr. No.	Type of work	Frequency of Visits	Montly rate (Rs.)
1.	General Pest Control with details of each materials, techniques to be used with frequency details of using each chemicals.		
2.	Rodent Bats and reptiles, crawlers Control with details of material, techniques to be used with frequency details of using each chemicals.		
3.	Termite control with details of material techniques to be used with frequency details of using each chemicals.		
	Total amount (in Rs.) and Applicable Taxes		

4. Amount quoted for providing Pest Control Services to JKEDI Industrial Estate Area, Baribrahmana, Jammu & Women center (jammu)

Sr. No.	Type of work	Frequency of Visits	Annual rate (Rs.)
1.	General Pest Control with details of each materials, techniques to be used with frequency details of using each chemicals.		
2.	Rodent Bats and reptiles, crawlers Control with details of material, techniques to be used with frequency details of using each chemicals.		
3.	Termite control with details of material techniques to be used with frequency details of using each chemicals.		
	Total amount (in Rs.) and Applicable Taxes		

I certify that all the terms and conditions of the tender document are acceptable to me/us.

Signature of the authorized Person of the concern

Name , Designation, Company Seal