

**DDCE,Utkal University,**

**Vanivihar,Bhubaneswar-751007**

**TENDER NOTICE**

(Pest Control – Anti Termite Treatment)

Sealed tender papers are invited under Two Bid system (Technical Bid and Price bid) from reputed Agencies with minimum of 5 years experience for carrying out “Pest-Control & Anti Termite Treatment “at DDCE,Utkal University. Tender document may be downloaded from the website of Directorate of Distance & Continuing Education, Utkal University, Bhubaneswar. Last Date of submission of tender paper is on 14.02.19(till 5 PM) for further details & tender form please logon to our website [www.ddce.utkal.ac.in](http://www.ddce.utkal.ac.in).

- Opening of Technical Bid –20.02.19 at 3 P.M.
- Opening of Financial Bid-22.02.19 at 4 P.M.

**Director(I/c)**

**DDCE.**

***Signature of the firm  
With date & Seal***

## TERMS AND CONDITIONS

1. The tender format would be downloaded from our website- <http://www.ddceutkal.ac.in>.
2. Offer should be submitted in sealed envelope and super scribed as “**Tender for Pest-Control & Anti Termite Treatment**”. Contact Name & Mobile No. to be provided on the top of the envelope and submitted to Directorate of Distance & Continuing Education(DDCE ),Utkal University, Vanivihar,Bhubaneswar -751007.So as to reach their latest by 14.02.19 (till 5 P.M )through Registered post /dropped in the box.
3. DDCE reserves the right to call the firm for negotiation based on the rate quoted on the price bid if deemed necessary.
4. Successful bidder cannot further delegate the work other that assigned by University.
5. The firm should have their own manpower with all technical knowledge with equipments.
6. The firm/agency/Company must have a registered office in Bhubaneswar or cuttack .
7. The University would not accept/entertain any tender if there is over writing or correction.
8. Any form of canvassing or lobbying shall be seriously viewed .No clarification be sort.
9. The bid should contain the following documents in two packets
10. Enclose a Demand Draft for Rs. 1000/- drawn in favour of the Director, DDCE, Utkal University payable at SBI/Syndicate Bank, Bhubaneswar towards the cost of Tender Paper. This is non-refundable.
11. Enclose a Demand Draft for Rs. 15000/- drawn in favour of the Director, DDCE, Utkal University payable at SBI/Syndicate Bank, Bhubaneswar towards Security Deposit. The Demand Draft would be returned to unsuccessful bidders.
12. License from Central Insecticides Board & Registration Committee and Indian pest control association.
13. Valid authorized dealer/service provider certificate, IT Clearance / Valid Sales Tax No. /GST No.and up-to-date VAT Clearance Certificate etc. are to be provided.
14. Last date for submission of sealed offer is 14.02.19 till 5 P.M.
15. The term of agreement shall be for one year from the issue of offer letter. The contract may be extended for two more years as per the amount decided in the initial agreement.
16. In case a firm fails to execute the works properly as mentioned above, the earnest money will be forfeited.
17. Non Compliance of above terms and condition will make the tender liable for rejection.
18. The firm should have at least 5 years experience in AMC with reputed organization.
19. . The firm has to produce minimum five present work orders continuing with the state and central government undertaking or department.
20. The annual turnover of the firm should be more than 30 lakhs (last two years certificate is to be produced).
21. DDCE reserves the right to cancel or reject any one or all offers without assigning any reason thereof.
22. Dispute, if any shall be subject to SDJM Bhubaneswar’ Jurisdiction only.

***Signature of the firm  
With date & Seal***

23. The interested firms may be requested to visit the premises before submitting the offer.
24. You are required to spray on monthly basis.
25. Payment will be made on quarterly basis after the submission of bill at the end of each quarter in duplicate after completion of the work for necessary action at this end.
26. Payment will be made after joint measurement of actual area.
27. All the general and special tools, required for proper pest control/ Termite Treatment shall be arranged by the agency at his own cost.
28. The chemical used should be odour less and as per WHO norms. The banned chemical should not be used in the premises.
29. Selection of the bidders is on the discretion of the University Authority considering the services rendered to different organizations irrespective of the price quoted by the firm.

## **INSTRUCTIONS**

Tender has to be submitted in TWO-BID System with information to be given in Technical Bid and rates to be quoted in Financial Bid.

**FIRST ENVELOPE**-should contain duly signed (Technical Bid) and (Terms and conditions to be signed by the authorized person with a forwarding letter containing all the details attached in the technical bid), super scribed as “Technical Bid for Pest control & Anti-Termite Treatment”

**SECOND ENVELOPE**- should contain duly signed (Financial Bid), super scribed as “Financial Bid for Pest control & Anti-Termite Treatment”

**THIRD ENVELOPE**- should contain DD for Cost of Quotation Call Paper of Rs.1000/- (Rupees one thousand only) and security deposit of Rs.15000/-(Rupees fifteen thousand only) as cost of EMD to be put in this envelope and sealed.

All the papers shall be placed in another envelope, and submitted to the Directorate of Distance & Continuing Education (DDCE),Utkal University, Vanivihar, Bhubaneswar-751007 in a sealed condition super scribing as “Tender for Pest control & Anti-Termite Treatment”. So as to reach their latest by 14.02.19 (till 5P.M) through Registered post /dropped in the box.

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## TECHNICAL BID

Kindly provide the information for the following:

<b>Sl . No.</b>	<b>Information required from the tendered</b>	<b>Information to be provided by tendered(attach Xerox copy of certificate)</b>
1	Name of the Agency	
2	Whether the Agency is proprietorship/partnership or Ltd.Company(Attach documents)	
3	Local Address	
4	If the head office other than in (3)above ,then give the address for the same	
5	Contact No.of the Agency	
6	Name of the contact person and his contact No.	
7	Date of incorporation of Agency(Certificate to be enclosed)	
8	PAN CARD NO.(Copy to be enclosed)	
9	License from Central Insecticides Board & Registration Committee and Indian pest control association.	
10	Service Tax Registration No/GST (Copy to be enclosed)	
11	Particular of the Labour License(Copy of Registration under state and Central Labour Law to be attached)	
12	ESI Registration No. Copy to be enclosed)	
13	PF Registration No. (Copy to be enclosed)	
14	Tender Fee (DD No with date)for Rs.1000/-	
15	EMD(DD No with date)for Rs.15000/-	
16	Details of Experience	Attach in a separate sheet

**Signature of the firm  
With date & Seal**

(The tender paper will be rejected if the above documents are not available with proof .In such case the financial bid will not be opened.)

#### 8. References

<b>Sl. No.</b>	Contact person	Name of Organization	Office no./Mobile no.	E-mail if any:
1				
2				
3				

### **FINANCIAL/PRICE-BID**

The post-Construction work to be carried out and sprayed on monthly basis in the premises of DDCE,Utkal University.

<b>Sl.No.</b>	<b>Work Specification</b>	<b>Chemical used</b>	<b>Unit Charges Per Sqft.</b>
1	<p><b>Initial –Post Construction Pest Control work</b>-Providing and injecting Chemical emulsion for post Construction anti-termite treatment and creating a chemical barrier in all wooden fixtures and making it free from termite.</p> <p>The work should Contain specifications for termite treatment along outside of foundations, soil under floors, voids in masonry and wood work.</p> <p>The treatment should Carry a warranty For five years.</p>	Imidacloprid 30.5% SC. (Trade Name:Premise,Make:Bayer) & For wood work cloropyriphos 20% EC	
2	<p><b>Monthly Spray for maintenance-</b></p> <p>The frequency Of Pest/Rodent(if necessary) Control/spray Will be once in a month</p>	Imidacloprid 30.5% SC. (Trade Name:Premise,Make:Bayer) & For wood work cloropyriphos 20% EC Or Bifenthrin 2.5% EC (Trade Name:Biflex TC,Make-FMC Corporation)	

**Signature of the firm  
With date & Seal**

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