

**TENDER FOR PEST CONTROL TREATMENT OF BANK'S
VARIOUS PREMISES AT VARIOUS LOCATIONS IN MUMBAI**

Central Bank of India invites tenders for above mentioned work from reputed Pest control treatment Agencies for carry out the pest control work in Bank's various premises situated in different locations in Mumbai.

Tender form will be available from 28/07/2016 in the office of the Asst. General Manager (Estate Management), 16th Floor, Chandermukhi Building of Central Bank of India, Central Office, Nariman Point, Mumbai-400021. The form can also be downloaded from Bank's website www.centralbankofindia.co.in (tender section). Application form available on website / Bank's office alone needs to be used.

Desirous applicants may submit the quotation in two bids system i.e. Technical Bid and Commercial Bid. Two parts of the tender should be submitted in two separate sealed cover. The bidder shall clearly write on cover—1- the words "**Technical Bid Cover 1 for Pest control treatment in Bank's VARIOUS PREMISES AT VARIOUS LOCATIONS IN MUMBAI**". Applicant should submit the documentary proof of eligibility criteria as per tender document along with a certificate of acceptance the terms and conditions as per our tender document. The Applicant will clearly write on Cover--II the words "**Price Bid – VARIOUS PREMISES AT VARIOUS LOCATIONS IN MUMBAI**" and shall contain financial bid only. Envelope no.2 shall be opened only if conditions mentioned in envelope no.1 are satisfied by the bank.

Please see tender document for eligibility criteria, terms and conditions etc.

Your quotation should reach us in sealed envelopes on / before **20 August 2016** upto 3.00PM, at the address given below.

**Assistant General Manager-CSO
Central Bank of India
16th Floor, Chandermukhi Building
Central Office, Nariman Point
Mumbai-400021**

(Technical Bid (Part – 1))

**Re: TENDER FOR PEST CONTROL TREATMENT OF BANK'S
VARIOUS PREMISES AT VARIOUS LOCATIONS IN MUMBAI**

Central Bank of India owns Various Premises at various locations in Mumbai. The age of the building varies from 10 years to about 50 years. Bank desires to assign annual maintenance contract to pest control service providers for carrying out regular Pest Control treatment as specified below:-

1. Gel based treatment meant for cockroach and other insects in kitchen, toilets, store rooms, under grills, ventilations shelves etc, **once in 4 months (3 times a year)**
2. Part II - Rodent Control treatment.
3. Part III – Bed bugs Control treatment.
 - a) Pest Control shall be on monthly basis at all Office Premises. Rodent Control shall be on bi-monthly basis.
 - b) Pest Control at Residential Flats shall be once in six months.
 - c) Bugs Control shall be as and when required.
 - d) In Office Premises and Residential Flats pest control shall include drilling and injecting chemicals once in a year in addition to normal service.
4. General pest control treatment for ants, lizards & Termite treatment once in 4 months (3 times a year) Interested and reputed agencies who are in the trade for minimum –5- years are requested to submit tender. Technical bid should be accompanied with detail of firm along with copies of following verified documents (wherever applicable) /detail:

- (a) Registration of firm under Shop & Establishment Act.1948
- (b) Service tax/ sales tax registration certificate.
- (c) Registration with MCGM as approved pest control operators.
- (d) Membership of Pest Control Association of India (PCAI) / Indian Pest Control Association (IPCA)
- (e) License to stock and use insecticides for commercial pest control operations.
- (f) Work performed during last five years with detail as under:-
 - (i) Year of work
 - (ii) Name of work- project with Address
 - (iii) Name and address of owner
 - (iv) Contract Amount(Rs.)
 - (v) Stipulated time of completion
 - (vi) Actual time of of completion
 - (vii) Details like Phone No- Office/Residential and service like gel, spray etc
- (g) Detail of work on hand.
- (h) Documentary evidence in the form of performance certificate from the employer for the above works/projects should be enclosed. At least two Performance Certificate of recent years must be enclosed.
- (i) Detail of Directors/Proprietors/Partners and detail of office premises, address, infrastructure viz. type of equipment, accessories etc.
- (j) PAN card of Directors/Proprietors/Partners.
- (k) Turnover of firm during last two years (attach copy of audited balance sheet and Profit & loss statement) (Annual Average Turnover for last two years should not be less than Rs.1.5 Lacs).
- (l) Latest Income tax clearance and other details like year of establishment, Constitution, Banker's name contact person etc.

Accordingly two parts of the tender duly filled in and signed should be submitted in two separate sealed covers. The bidder shall clearly write on cover—1- the words – “**Technical Bid- Cover 1-**

Tender for Pest Control Treatment”. The bidder shall clearly write on cover--II the words - “Price Bid – Cover 2 – Tender for Pest control Treatment”. Price part should contain, rate per sq. ft. without any condition. Please mention Annexure A, B or C accordingly on cover. All covers can put in one big cover.

The Earnest Money Deposit Rs.2000/- by Demand Draft/Bankers Cheque in favour of Central Bank of India payable at Mumbai shall be submitted along with the Technical Bid of tender. The tender not accompanied with Earnest Money will be summarily rejected and their Price Bid will not be opened.

Please note that three items (i). Technical Bid Cover-1 (ii) Price Bid-Cover-2 and (iii) Earnest Money Deposit (EMD) instrument should be placed in another single cover.

Validity of offer shall be 90 days from the date of opening of Price Bid. Bank has the right to reject / select one or more agencies. The Bank does not bind itself to accept the lowest or any tender and reserves the right to accept or reject any or all tenders either in whole or in part, without assigning any reasons whatsoever.

No conditions will be entertained. Conditional offers shall be rejected.

Last date of receipt of tenders in the prescribed form is 20 August 2016 up to 3.00pm. Tenders will be opened on 20 August 2016 at 3.30pm.

Signature of Tenderer

TERMS AND CONDITIONS

1. The job has to be performed in consultation with the Bank's Architect/Consultants/Engineer.
2. The rates quoted by you are deemed to be inclusive of all labour, material, all taxes, duties etc including tax on work contract. Bank will deduct WCT, TDS etc as per norms.
3. It is the responsibilities of the Contractor to have their manpower to complete the work within prescribed period.
4. Bank reserves the right for any addition/deletion/alteration of materials/specification before/after awarding the job without any compensation.
5. The Tender documents should be duly stamped and signed by the authorised official of the firm.
6. The Tender cannot be sublet / transferred.
7. Incomplete tender and those which do not conform to the requirements of the invitation of the tender are liable to be rejected.
8. Service Provider / Tenderer shall be responsible for compliance with all labour laws / legislation's 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.
9. 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.
10. All necessary permit/license, membership etc., if required, for the relevant work, has to be arranged and kept valid by the Contractor.
11. If the work or its progress is found unsatisfactory by us or by our consultants at any point of the work-in-progress, Bank is entitled to suspend the work or withdraw the work order from you and get the balance work completed at your risk and cost by any other agency particularly in case of the following defaults from your side:-
 - a) Delay in supply of materials, equipments and accessories
 - b) Delay in execution of work
 - c) Refusal to meet the specification, workmanship or effectiveness of the treatment.
12. You are advised to carry out the job without causing inconvenience to the occupants in the building.
13. Prior intimation should be given to the occupants before carrying out the treatment and acknowledgement should be obtained from them after completion of work. The acknowledgement should be attached with the Bill for Bank's record.
14. During the interval period of your service if any of the insects are noticed, you will give additional treatment and service without additional cost. Period of Guarantee should be mentioned specifically.

15. Bank reserves its right to split the order or cancel the tender without assigning any reason thereof.

16. Only approved chemicals (as mentioned below) will be used by the agency as per the manufacturer's specification.

17. Material will be shown to link officer of the building or any nominated representative of all buildings before starting the treatment to ensure the quality. Please note that department or link officer will mark / indicate some type of code on material before use and the same shall be deposited / shown after use also.

Other Terms and Conditions :

1. Pest Control shall also include intelligeral 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 concern.
2. Payment shall be made strictly on the basis of area covered and services rendered.
3. **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.
4. **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.
5. **Jurisdiction of Dispute Redressal:** All disputes are subject to Mumbai Jurisdiction Area.
6. 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.
7. 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.
8. **EMD -** The Contractor has to provide Earnest Money Deposit Rs. 20,000/- (Rs. Twenty 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.5,000/- (Rs Five thousand only) payable through Demand Draft of any Nationalised Bank,, favouring Central Bank of India payable at Mumbai, 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.

9. SECURITY DEPOSIT :

The successful bidder/s will have to give a PBG **Rs. 50,000/-** (Fifty Thousand Only) having validity of two years plus 2 Months with Nariman Point Branch of Central Bank Of India. The. 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.

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

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

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

13. **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.

14. **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 cleaning 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.2000/- per day .**

15. **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.

16. **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 reason of such event be entitled to 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.

17. **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

18. **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.

A.K. JHA –Col(Retd.)
Asst. General Manager-CSO

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	Chandermukhi Building, Nariman Point, Mumbai – 21	Ground floor	10182	67894
		Floor No. 4	6415	
		Floor No. 5	6415	
		Floor No. 9	6400	
		Floor No. 12	6415	
		Floor No. 14	6415	
		Floor No. 15	3207	
		Floor No. 16	6415	
		Floor No. 17	6415	
A-2	Bajaj Bhawan, Nariman Point, Mumbai	First Floor	12488	12488
A-3	Maker Tower 'E', Cuffe Parade, Mumbai	Floor No. 21	17160	17160
A-4	Central Bank Building M.G. Road Fort, Mumbai	Floor No. 1	Separate details Not available	81538
		Floor No. 2		
		Floor No. 3		
		Floor No. 4		
		Floor No. 5		
		Floor No. 6		
A-5	Central Bank Building, Plot No. 26, Sector 11, Opp. Belapur Railway Station (E), CBD Belapur, Navi Mumbai	Basement	12855	67065
		Ground Floor	12238	
		Floor No. 1	10492	
		Floor No. 2	10493	
		Floor No. 3	10493	
		Floor No. 4	10493	

A-6	Central Bank Building, NCL Society Building, Bandra Kurla Complex	Floor No. 2	5696	22784
		Floor No. 3 (MSRO)	5696	
		Floor No. 4	5696	
		Floor No. 5	5696	
A-7	Central Bank of India, Sir Sorabjee Bhawan, Fort	Ground Floor	7221	7221
A-8	Central Bank of India, Sir Sorabjee Bhawan, Fort	Third floor	7221	7221

Details of Group ‘B’ Properties (Residential Flats) :

RESIDENTIAL FLATS :

Sr No	Description of the Property	No. Of Flats	Area Sq. Ft.
1	Wallace Apts, Grant Rd, Mumbai	12	9360
2	Sterling Apts.	1	2300
3	Adarsh Apts, Naigaon Dadar	21	8610
4	Central Apts, Vile Parle	86	45000
5	Andheri Mistry apts, W.E. Highway	14	7000
6	Samta Nagar, Kandivli	40	20800
7	New Vasundhara Apts, Borivali	56	26880
8	Central Complex, Thane	88	47980
9	Nestle III Condominium Apts, Worli	10	8250
10	Ruia Park, Juhu	10	9000
11	Decent Apts, Juhu	16	12000
12	Shreyas Apts	1	570
13	Cent Pearl	92	76400
	TOTAL AREA PER SQ.FT.		274150

“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 Nos. and E-mail	:		
4	Names of Directors / Partners / Proprietor	:		
5	Telephone Nos.	:		
	Fax Nos.	:		
6	Date of Establishment	:		
	Date of Registration	:		
7	Name and address of the Banker/s	:		
8	Turnover& 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 2013 – 2014	:		
	Financial Year 2014 – 2015	:		
	Financial Year 2015 – 2016	:		
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:

“COMMERCIAL BID”

OFFICE PREMISES :

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

RESIDENTIAL FLATS :

a) Pest Control (Half Yearly) : _____ Per Sq.Ft.

RODENT CONTROL :

a) Office Premises (Bi-monthly) : _____ Per Floor (Package Rate)

BED BUG CONTROL : _____ Per Service (Package Rate)

(On Demand)

NOTE : The rate shall include chemicals and labour charges but excluding taxes at actual.