



बामर लॉरी एण्ड कं. लिमिटेड
Balmer Lawrie & Co. Ltd.

TEMPERATURE CONTROLLED WAREHOUSE
[PLOT NO. F-9/5, ADDITIONAL MIDC]
PATALGANGA, DIS- RAIGAD, MAHARASHTRA
Mobile No: +91 9866400155
E-mail: choudhary.rr@balmerlawrie.com]

TENDER NO BL/LI/TCW-MUM/18-19/034
Date : 08/02/2019
TECHNICAL / COMMERCIAL BID

Inviting Tender for

[PROVIDING PEST CONTROL SERVICES AT
TEMPERATURE CONTROL WAREHOUSE AT PATALGANGA, DIST.RAIGAD]

DUE DATE & TIME: **[19/02/2019 3:00 Pm]**

INDEX

S. NO.	PARTICULARS	PAGE NO.
1	Index	2
2	Notice Inviting Tender	3
3	Scope of Work	6
4	General Terms and conditions	7
5	Declaration accepting terms & conditions by bidder	10
6	Particulars of the organization	11
7	Annexure –B	12
8	Price Bid	13

NOTICE INVITING TENDER

Sealed offers are invited from the eligible bidders who are willing to enter into Rate Contract for the subject tender **“PROVIDING PEST CONTROL SERVICES”** at Temperature Controlled Warehouse at Patalganga, Dist.Raigad as per Scope of Work, General terms and conditions, Bill of quantities and the Technical Specifications listed elsewhere in the Tender Document.

Tenderers may download Notice Inviting Tender along with other tender documents from our site www.balmerlawrie.com. Interested parties have to submit an interest free an EMD of Rs.**3,000/- (Rupees three thousand only)** by Demand Draft/Pay Order. The DD/PO for EMD should be drawn in favour of BALMER LAWRIE & CO LTD on any Schedule Bank, payable at [**Mumbai/ Navi Mumbai**]. The tenderer shall furnish the required information in Annexure A along with supporting documents, tender form and declaration of acceptance of tender terms along with Price Bid. All the tender papers and EMD put together in sealed envelope super scribing **TENDER No. BL/LI/TCW-MUM/18-19/034 Dated 08/02/2019 “PROVIDING PEST CONTROL SERVICES ”** and shall reach at the given address **on or before 08/02/2019 at 3.00 PM** and addressing covering envelope as follows:

Kind Attention:-

Mr. K.A.KOLI

Balmer Lawrie & Co.Ltd

Plot no. 1, Sector-7 Dronagiri Node Navi Mumbai -400707

Mobile -9892384603

S. No	Description	Details
1	Name of Work	PROVIDING PEST CONTROL SERVICES at Temperature Controlled Warehouse at Patalganga, Dist.Raigad.
2	Tender No	BL/LI/TCW-MUM/18-19/034
3	Validity Of Offer	90 days from the date of opening of the price bid
4	Contract Period	12 MONTHS FROM DATE OF ISSUING THE PO.
5	Tender Fee	NIL
6	EMD (Interest Free)	Rs. 3000/-
7	Address for submission of Tender Document	To, Mr. K.A.KOLI Balmer Lawrie & Co.Ltd Plot no. 1, Sector-7 Dronagiri Node Navi Mumbai - 400707 Mobile -9892384603

1. LIST OF DOCUMENTS TO BE Submitted:

The signed and stamped copies of following documents should be sent as part of the technical/commercial bid submission

- Power of Attorney authorizing the person who has signed the tender to act and sign on behalf of the company.
- Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd Company /certified copy of / partnership deed in the case of LLP/Partnership firm/ any document under the relevant rules/laws if the firm is a proprietorship firm.
- Income Tax PAN Number.
- The bidder must have GST no. , PF and ESI.
- Chartered accountant’s certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer’s company for last three years ending 31.03.17.

2. VERIFICATION OF DOCUMENTS/ SUBMISSION OF BIDS/ CANCELLATION OF BIDS

If Balmer Lawrie wants to verify all the submitted documents, then the bidder should bring all original documents.

- b. Failure on part of the tenderer to report on specified date and time for paper verification may result in rejection of the tender submitted by them without further communication.
- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any reference to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e. If at any stage it transpires that any party submitted false or forged documents may be Blacklisted and the EMD would be forfeited, contract could be cancelled, criminal prosecution or any other action as deemed fit may be initiated
- f. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.
- g. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company (Balmer Lawrie) is detected at any stage.
- h. All the bids will be evaluated based on the criteria as mentioned in this NIT. Tenders of those bidders who are not meeting the criteria as specified in the NIT, may not be considered for commercial evaluation.
- i. Tenders, if submitted through e-mail or fax, shall be summarily rejected.
- j. The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time in the Balmer Lawrie website www.balmerlawrie.com. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

3. BID SUBMISSION:

Tenderers are advised to download Notice Inviting Tenders along with other tender documents from our website www.balmerlawrie.com. Interested parties are required to submit an interest free EMD of Rs.[3,000/- (*Rupees three thousand only*)] by two separate Demand Drafts/Pay Orders of any scheduled bank drawn in favour of BALMER LAWRIE & CO. LTD., payable at Mumbai /Navi Mumbai . Offer submitted without Tender Fee and EMD will be rejected. However, submission of Tender Fee and EMD is exempted for NSIC / MSME registered parties on submission of copy of valid registration certificate. **MSME Vendor should declare UAM number on CPPP(Central Public Procurement Portal) failing which such bidder will not be able to enjoy benefits as per PP Policy for MSMEs order 2012**

The physical original instruments/drafts should reach our address of communication prior to due date and time. In case the Bidders intend to submit any additional supporting documents, the same can be submitted in physical form at our above address.

Bidders are requested to submit their offer in a sealed envelope super scribing the tender reference no. There should be two envelopes one envelope will contain the signed tender documents as Part-1 and the other envelope should contain Price Bid only as Part -2. Both the envelope shall be put in one bigger envelope and shall be super scribed with the Tender Reference No. This above shall be send to below mentioned address on or before the date of submission,

Kind Attention –

Mr. K.A.KOLI

Balmer Lawrie & Co.Ltd

Plot no. 1, Sector-7 Dronagiri Node Navi Mumbai -400707

Mobile -9892384603

4. Special Note

- a. Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of any documents sent by post as part of response to the tender. Bidders are requested to provide correct “e-Mail address” and “Mobile No.” for receiving updates related to tender from time to time.
- b. The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time basis in the balmer lawrie website. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

5. Filling of Tender Documents

- a. The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- b. The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- c. Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- d. The sole proprietor or authorised representative shall sign all documents that needs to be uploaded. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be scanned and uploaded and produced later on for verification by Balmer Lawrie.

SCOPE OF WORK

PART A - RODENT AND PEST CONTROL SERVICES

The 'scope of work' shall inter alia comprise the following Pest Control Services:

1. Total and effective control of rodents, e.g. rats, mice, etc. with the help of Advanced Rodent Management Techniques.
2. Use of Baiting, Trapping & proofing methods with selective use of chemicals/pesticides wherever necessary.
3. Use of Glue Boards/Traps etc. as a part of rodent pest management operations wherever necessary.
4. Rodent and Pest Control Treatment as per requirement.(Sufficient nos. of Rodent Box Should be supplied by contractor).
5. Application of Sanitation, Rodent and Pest Proofing measures from time to time to prevent the rodent entry and fly's in the premises.
6. The items/products/chemicals used shall be safe/unharmful to human and food product contacts.
7. Effective Pest Management for control of Cockroaches, Mosquitoes, House Flies, Bed Bugs, Spiders, Lizards, Carpet Beetles, Fleas, Crickets, Ants, Wasps, Locusts etc.
8. Contractor shall be also be responsible for Storage Pest Management.

PART B - DISINFECTION SERVICE IN ADMINISTRATION BUILDING AND OTHER BUILDINGS CONTROL OF COCKROACHES, ANTS, SPIDERS AND FLY'S.

Purpose: To out-line a procedure for control of cockroaches, Ants, Spiders and Fly's.

Procedure:

1. Spraying of Baiting against cockroaches , fly's on for Admin office and other utility areas.
2. Spraying of Deltramethrin for controlling ant colonies and spider wrap.
3. Handling and spraying should be done in such a way that there is no body contact with insecticides.
4. Contractor should provide the necessary Protective equipment and to be used always during pest control services..

Frequency of rodent treatment / disinfection:

After completion of Pest Control contractor should always provide one Qualified Service Technicians who shall visit TCW Patalganga at least twice in a month and also as and when required to control rodents/Disinfection.

Please refer to **Annexure-B** for areas to be covered under this contract..

GENERAL TERMS AND CONDITIONS

1. Pre- Qualification Criterion for Techno-Commercial Bid

- a) Bidder should submit a DD of Rs. Rs 3000/- towards EMD.
Note :- EMD is exempted for the MSME and NSIC registered vendors however they have to produce valid registration certificate.
- b) Bidder should have experience of similar works of pest control and they are in the same business for the 5 years. Copies of work order or completion certificate should be submitted.
- c) Bidder should have minimum turnover of average 1 lac for the last three years ending March'2018.
- d) Bidder should be possessing PAN and a copy of the same is to be attached with the bid.
- e) Bidder should have GST no., a copy of the same is to be submitted with the bid.
- f) Bidder needs to furnish the declaration that they are not black listed by any PSU/Government bodies in past.
- g) The bidder should have office in Mumbai or Navi Mumbai so that they can attend the requirement with a minimum possible time
- h) Bidder should have valid license for proving pest control services issued by statutory authorities

2. Submission Of Bids

Bidders are requested to submit their offer in a sealed envelope super scribing the tender reference no. There should be two envelopes one envelope will contain the signed tender documents as Part-1 and the other envelope should contain Price Bid only as Part -2. Both the envelope shall be put in one bigger envelope and shall be super scribed with the Tender Reference No.

3. Tender Opening

The price bid of only those bidders who qualify the technical Bid will be opened.

4. Acceptance of offers

- 4.1 Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof.
- 4.2 Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.
- 4.3 Balmer Lawrie is not bound to accept the lowest rate for any tender. The decision of Balmer Lawrie in this connection will be final.
- 4.4 Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the terms and conditions mentioned in the Tender documents or not accompanied by the requisite Earnest Money Deposit (unless exempted under the terms of this Tender) will be rejected.

5. Negotiations

- 5.1 Balmer Lawrie reserves the right to negotiate with the Tenderers. Tenderers will have to attend the concerned office of Balmer Lawrie for negotiations/clarifications, if required, in respect of their quotations, without any commitment on the part of Balmer Lawrie.
- 5.2 In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned office of Balmer Lawrie within 3 days from the date of negotiation/ the time stipulated. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion with the attendant remedies available to them.

6. Price Variation

6.1 The price should be firm and irrevocable and not subject to any change whatsoever even due to increase in cost of materials, components and labour cost till the validity of the contract period.

7. Notification Of Award

Prior to the expiry period of Bid validity, BL will place purchase order or letter of indent on the successful bidder(s).

8. Contract Period

The contract will be for a period of **[12 months effective from the date of placement of order]** or such date as may be mutually agreed.

9. Security Deposit / EMD

The Earnest Money Deposit of Rs 3,000/- of the successful bidders will be converted into Non-interest bearing Security Deposit (SD) and shall be retained till completion of the contract. In the event of non-performance of the contract, the security deposit will be forfeited and the contractor will be blacklisted for future tenders. EMD of unsuccessful bidders will be returned after finalization of the contract and acceptance by the successful bidder.

10. Payment Terms & Billing Schedule

a. Payment will be released within 15 (Fifteen) days from the date of receipt of certified bill in the Accounts department, after deduction of necessary applicable taxes and agreed periodic visit duly certified by concerned office in charge.

11. Sub-letting of Work

No part of the contract or any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or corporation without the consent in writing from Balmer Lawrie. In the event of contractor contravening the conditions, Balmer Lawrie shall be entitled to get the work done from other firm at the 'Risk & Cost' of the contract.

12. Indemnity

The Contractor will be required to indemnify and keep indemnified the Company against all losses and claims for injury and damage to any person or any property whatsoever which may arise out of or in consequence of the work and against all claims, demands proceedings damages, cost charges and expenses whatsoever. The company may forward the bidder any such claim demand or complaint made by any other person against the company. In such event, the contractor shall solely be liable for the disposal of the said complaint.

The contractor will be required to Indemnify and absolve the Company of all responsibilities related to employment condition of their employees and should adequately safeguard Company against any possible problems including those related to employment. The bidder should adhere to all State and Central Enactments related to employment such as Minimum Wages Act, Workmen Compensation Act, Provident Fund Act, Employees State Insurance Act, Gratuity Act, Bonus Act, Contract Labour [Regulations and Abolition] Act etc. Further, Company will not have any liability towards employment, remuneration or compensation in whatever manner made to the employee of the bidder. Such demand shall be settled by the bidder directly.

13. Termination

The contract can be terminated by either party by giving 3 (Three) months notice in writing. However in case of serious breach of contract by the Contractor the Company reserves the right to terminate the contract without notice.

14. Arbitration

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Kolkata to a sole arbitrator appointed mutually under the provisions of Arbitration and Conciliation Act, 1996 including any statutory modifications or enactment thereof shall apply to the Arbitration proceedings. The fees of the arbitrator, if any, shall be shared equally by both the parties. The award shall be a speaking award stating reason therefor and is final and binding on the parties. The proceeding shall be conducted in English language and courts at Kolkata will have exclusive jurisdiction to settle any dispute arising out of this contract.

DECLARATION

Having examined the tender documents, we have understood the terms & conditions indicated in the Tender No _____ BL/LI/TCW-MUM/18-19/034 dt 08/02/2019 _____ I hereby confirm our acceptance of the same.

Place :

Signature of Tenderer

Date :

Name & Address

Telephone Nos.

Office:

Fax Nos. :

PARTICULARS OF THE TENDERER'S ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Proprietorship / Partnership / Private Limited Co., / Public Limited Co.	
6	Registration No. (Under companies Act)	
7	Whether copy of Incorporation /Registration certificate from ROC (Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed	
10	Whether copy of latest Income Tax Return enclosed	
11	GST. No.	
12	Whether copy of GST Registration certificate Enclosed	
13	Name of the Banker	
14	Whether registered as MSME/ NSIC	
15	In case of registered as MSME / NSIC provide registration number and copy of registration certificate.	

ANNEXURE - B

Sl. No	Particulars
1	Workers Lunch Room, Rest Room ,Scrap yard area & Surrounding Area-
2	Worker Change Room -
3	Vehicle Loading and Unloading Area Docks:
4	Admin Building - 1st Floor & Toilets-
5	Admin Building Stair Case Area-
6	Anteroom Area:-
7	Machine Room and Surrounding area:-
8	Pipeline Area at Top floor and Surroundings :
9	Security Office.
10	DG Room, Fire Pump Room & Fire Water Tank & Surrounding Area
11	Surrounding of the total Constructed Building area :

PRICE BIDITEM: PROVIDING ADVANCED RODENT CONTROL SERVICES AND DISINFECTION SERVICES

Tenderer should quote the rates as per the following format:

Sl. No.	Description of Item	No. of Visits/s ervices per month	No. of Visits/service s per year	Per visit charges	Total charges
1	Providing Advanced Rodent and Pest Control Services as per scope of work Part A and Annexure B	2	24		
2	Providing disinfection service as per scope of work Part B and Annexure B. -Once in Week.	4	48		
3	GST @.....%				
4	Grand Total				
5	Visit Charges at TCW Patalganga for periodic inspection. Per visit cost to be indicated.	-	4		
6	GST @ --- % (on Sr. no. 5)				

Place _____

Signature of Tenderer _____

Date _____

Name & Address _____