

**BHARAT HEAVY ELECTRICALS LIMITED
(A GOVERNMENT OF INDIA UNDER TAKING)
POWER SECTOR - PROJECT ENGINEERING MANAGEMENT
PPEI, HRDI & ESI COMPLEX, FILM CITY, PLOT NO.25, SECTOR 16A NOIDA (U.P.) – 201301**

Ref: PW/CPA/586-01

Dated: 20.08.2013

To

Sub: - General disinfestations services and pest control treatment in BHEL, PS-PEM, Noida.

Dear Sir,

We are a leading public sector undertaking in the country and inviting offers from you for general disinfestations services and pest control treatment in BHEL, PS-PEM, Noida as per attached tender documents.

You are requested to submit your bids in the prescribed format in a sealed cover with enquiry No., date and quotation due date legibly super-scribed on it.

The bid must be accompanied with the complete documents as required under bid document and must be delivered to BHEL, PS-PEM, PPEI Building, HRDI & ESI Complex, Film City, Sector – 16A, Noida (U.P.)-201301 on or before 09.09.2013 at 14:00Hrs.

Thanking you
Yours sincerely,



For & on behalf of BHEL
(Devendra Upadhyay)
Engineer (HR-GAX)

Enclosures:

1. Tender document with price schedule.

(Signature With name, Designation & seal of the firm)

SUBMISSION OF OFFER

Dated: - 20.08.2013

From:

M/S

To

**Sr. Dy. General Manager (HR)
Bharat Heavy Electricals Limited
Power Sector- Project Engineering Management
PPEI Building, HRDI & ESI Complex
Plot No. 25. Sector-16A
NOIDA - 201301**

**Subject: - Tender in response to your invitation for general disinfestations services
and pest control treatment in BHEL, PS-PEM, Noida.**

Dear Sir,

We hereby submit our techno commercial offer (two bid system) in full compliance with the terms and conditions of the tender enquiry. Therefore, we offer you the most competitive rate for these services. Earnest Money Deposit in the form of DD/Pay order in favour of Bharat Heavy Electricals Ltd. Payable at New Delhi for an amount of Rs. 10,000/- (Rupees ten Thousand Only) is enclosed. Our offer shall remain valid for acceptance for a period of three months from date of opening of tender Part 1 (Technical).

Very truly yours,

(Signature of Tenderer with Rubber Stamp)

Full Name : -----

Title & Capacity : -----



(Signature With name. Designation & seal of the firm)

**BHARAT HEAVY ELECTRICALS LIMITED
(A GOVERNMENT OF INDIA UNDER TAKING)
POWER SECTOR - PROJECT ENGINEERING MANAGEMENT
PPEI, HRDI & ESI COMPLEX, PLOT NO. - 25, FILM CITY,
SECTOR – 16A NOIDA (U.P.) – 201301**



TENDER DOCUMENTS

FOR

“General disinfestations services and pest control treatment in BHEL, PS-PEM, Noida”

Tender Ref. No. Ref: PW/CPA/586-01

Dated: 20.08.2013

CONTENTS

1. Total papers in tender document are 08 nos.
2. Technical bid (Scope and general terms & conditions).
3. Price Bid

Last date of Submission: 09.09.2013

(Signature With name, Designation & seal of the firm)

Sealed tenders are invited for “**General disinfestations services and pest control treatment in BHEL, PS-PEM, Noida**”. Date of submission & opening of the tender, scope of work, and General Terms & Conditions are as under :-

1. DATE OF SUBMISSION AND OPENING OF TENDER

Last date for submission of sealed tender at : **09.09.2013 at 14:00 Hrs.**
BHEL, PS-PEM, PPEI, HRDI & ESI COMPLEX,
FILM CITY, PLOT NO.25, SECTOR 16A,
NOIDA (U.P.) – 201301

Date of opening the tender : **10.09.2013 at 10:00 Hrs.**

2. SCOPE OF WORK

Details of area for “**General disinfestations services and pest control treatment in BHEL, PS-PEM, Noida**”.

S. N.	Description
1.	“ General disinfestations services and pest control treatment in PPEI building, MPL Block, Civil Engineering Block, Electrical & Proposal Engineering Block, Canteen Building and store area of PG-III department (In BHEL Township, Sector-17, Noida) ” in BHEL, PS-PEM, PPEI, HRDI & ESI COMPLEX, PLOT NO.25, FILM CITY, SECTOR 16A, NOIDA (U.P.) – 201301. General disinfestations services and pest control treatment have to done fortnightly in PPEI Building, MPL Block, Civil Engineering Block, Electrical & Proposal Engineering Block, store area of PG-III department (In BHEL Township, Sector-17, Noida) and weekly in canteen building.

INSTRUCTIONS FOR THE BIDDER

3. General terms & conditions:

1. The rate should be quoted for superior quality of work and on annual basis.
2. The approved rates shall remain in force for a period of two year from the date of contract.
3. Disinfestation shall be done using only approved/safer brands of pesticides / insecticides / rodenticides (ISI marked) approved by central insecticides board, etc. spraying the entire premises and surrounding area with special reference to kitchen pantries, toilets, drainage, sewer, furniture and fixtures by utilizing appropriate quality and quantity of chemical / pesticides which should cover complete eradication of all kinds of flying and crawling insects, beetles, pests, such as mosquitos, carpet moths, silver fish, cockroaches, Lizards, bugs, rates etc.
4. Contractor shall also take all precautions to ensure that no damage & staining happen to any furniture fixture surface by way of spray used by their staff. In case, the said surfaces are damaged or get dirty, the contractor shall insure that the persons deployed by him clean the said surface as per the instructions of the authorized representative of the company.
5. Rodent control: Rodent treatment against rats and mice is to be carried out through trapping and baiting methods by using tracking powder as per latest ISI specifications. The chemical should be a branded ISI marked product of a company (Recumin Tracking Powder of bayer and equivalent).



(Signature With name, Designation & seal of the firm)

6. Anti-Termite (White ants treatment) with guarantee: Anti termite / wooden Borer treatment shall be done by using chloropyrphos 20 EC termisafe T. C. of Bayer's as per latest ISI specifications. To cover up all wooden furniture and fixture provided in the building. Applications by spraying and injecting in the holes & cavities in the furniture and fixture after keen observations of spots of termite attack and closing of holes, cavities.
7. The contractor shall have to do pest services weekly in canteen and twice in the month in PPEI Building, MPL Block, Civil Engineering Block, Electrical & Proposal Engineering Block, Store Area of PG-III department (In BHEL Township, Sector-17, Noida). Treatment day will be fixed as per schedule provided by HR (GAX) department monthly.
8. Service provider for general disinfestations services and pest control treatment should be done effectively. On receiving of written complain, Rs. 100/- (Rupees one hundred only) as penalty shall be recoverable from the monthly payment due and payable to the service provider on each written complain.
9. Rate quoted by the bidder should be inclusive of all taxes, only service tax will be payable.
10. The tender shall be strictly in accordance with the tender specifications and no deviations are acceptable. Offer with deviation shall be rejected.
11. JURISDICTION : Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of a suit, any and all actions and proceedings arising out of or relative to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction in this behalf at Noida (where this Contract has been signed on behalf of the CONTRACTOR) and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.

The opinion / decision of BHEL regarding the bids shall be final and conclusive. BHEL reserve the rights to reject any or all the bids at any time without assigning any reason what so ever.

4. Earnest Money Deposit:

The earnest money deposit Rs. 10000/- (Rupees ten thousand only) is to be paid by each tenderer in the form of Pay order or Demand draft only payable at New Delhi. EMD shall not carry any interest.

5. Security deposit:

Security deposit in the form of Pay Order, Demand Draft in favor of BHEL payable at New Delhi will be submitted by the successful bidders before starting the work. The security deposit will be @ 10% of the contract value. Contractor can start the work after submission of 50% security deposit. Balance security deposit will be recovered from his running bill / bills. The security deposit amount will be refunded to the party after six month from the date of completion of the work.

6. Procedure for submission of sealed tenders:

1. The tender is to be submitted as required in two parts in separate sealed covers prominently superscribed as Part-1 "Techno-commercial Bid" & Part-2 "Price Bid" and also indicating on each of the covers the tender number and due date and time as mentioned in the tender enquiry. Envelope of Part-1 "Techno-commercial



(Signature With name, Designation & seal of the firm)

Bid" shall contain documents required. "Price Bid" shall contain price bid duly quoted in the Price format. A third sealed cover shall contain required amount of EMD and shall be super scribed as EMD. These three separate covers 1, 2 and 3 shall together be enclosed in fourth envelope and this sealed cover shall be superscribed with tender number / numbers and due date. Tenders submitted without EMD are liable to be rejected.

2. Envelope No. 3 containing EMD will be opened first and after due verification of EMD as per clause of the tender will be opened next and evaluated afterwards. Tenderers who qualify in Technical Bid (Part – 1) will only be considered while opening of Price Bid (Part – 2). The unsuccessful tenderers will be intimated through email for rejection in the technical bid. BHEL may finalize successful tenderer by opening of sealed price bid. Date of opening of sealed Price Bid / conducting of online Reverse Auction will be intimated separately to the Tenderers who qualify in the Techno-Commercial bid.
3. Tenders should strictly be in accordance with the tender specifications & General Instructions to the Tenderer enclosed herewith.
4. The Tenderer should accept all terms & conditions of the tender unconditionally. No any deviation will be accepted in the tender.
5. Clarifications, if any, of Technical / Commercial nature, can be obtained from the officer to whom the tender is to be submitted before the tender due date.
6. Late offers will not be considered. All entries in the tender document should be in one ink. Correction over writing, cuttings, will not be permitted.

7. Validity and termination of the contract:

1. The contract shall initially be valid for a period of the two years with effect from the date of award of contract. BHEL reserves the right to terminate the contract at any stage during the currency of the contract by giving 30 days' notice, in writing, without assigning any reason, whatsoever there. Subject to satisfactory performance the contact may be renewed for further period of one year on mutually agreed terms.
2. The price bid should be valid for 90 days from the date of opening of the techno-commercial bid. After awarding the work the rates should be firm till the completion of tender period.

8. Payment terms:

1. Payment after receiving the bill at the end of each month with certification and acceptance of our supervisor that work has been done satisfactorily will be made within one month from the date of receipt of bill. A copy of service tax *challan* for deposit of service tax (if applicable) along with a certificate from the party, in support of the fact that the service tax claimed from BHEL has been deposited with the tax authorities, is to submitted compulsorily If applicable. All applicable statutory recoveries, dues etc. will be affected at source.

9. Eligibility criteria:

1. Bidder should have similar experience in executing the contract for at least two years. For this the bidder should submit Performance Certificate of a contract executed in Delhi/NCR.
2. Bidder should have PAN number.
3. Bidder should have Service Tax number / Sales Tax number (if applicable).
4. Bidder must be ready to start the service from the work awarding date.



(Signature With name, Designation & seal of the firm)

5. Documents to be enclosed with bid:

- I. Complete tender in all respects duly signed & stamped on each and every page by the authorized signatory of the bidder as a token of acceptance of all the terms and conditions of tender.
- II. Performance certificate mentioning successful completion of similar contract in any of the past two years.
- III. Bidder has to submit copy of PAN card.
- IV. Bidder has to submit copy of ITR for the year 2011-12 or 2012-13.
- V. Bidder has to submit Service Tax registration number / Sales Tax registration number (if applicable).
- VI. Bidder's details as per Annexure-I

10. Price Discrepancy:

Following shall be considered for evaluation and ordering for non-conformities/errors/ discrepancies in price bid:


1. If, in the price structure quoted for the required goods/ services/ works, there is discrepancy between the unit price and the total price and the total price (Which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.
2. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
3. If there is a discrepancy between words and figures, the amount in the words shall prevail, unless the amount expressed in words is related to arithmetic error, in which case the amount in figures shall prevail subject of (a) and (b) above.
4. If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.
5. Taxes and duties if not specified clearly as extra shall be considered as included in the basic price and, therefore, shall not be reimbursed.

11. Submission of tender:

Duly filled and complete in all respects, the sealed tender may be sent either by registered post or may be submitted personally (By hand) in the office of Tender Room, BHEL, PS-PEM, PPEI, HRDI & ESI Complex, Film City, Plot No.25, Sector - 16A,Noida (U.P.) – 201301, between 09:00 AM to 05:30 PM on any working day till the due date.

12. Validity of Rates:

After awarding the work the rates should be firm up to contract period.


(Devendra Upadhyay)
Engineer / HR-GAX

(Signature With name, Designation & seal of the firm)

Bidder's Details

S. N.	Description	Details
1	Name of the Party	
2	Address of the party	
3	Contact Person's Name	
4	Cell No. of Contact Person	
5	Land Line No.	
6	FAX No.	
7	E-mail ID of the Party	



(Signature With name, Designation & seal of the firm)

ANNEXURE – II

**BHARAT HEAVY ELECTRICALS LIMITED
PS-PEM, PPEI, HRDI & ESI COMPLEX,
PLOT NO. - 25, FILM CITY, SECTOR – 16A NOIDA (U.P.) – 201301**

TENDER No. PW/CPA/586-01

Dated: 20/08/2013

Price Bid

S. N. (A)	Description of service (B)	(C) Unit	(D) Rate per month	(E) Amount without tax in two year(E=D X 24)	(F) Taxes (.....%) Type (.....) (if applicable) Amount = E x Rate (%)	(G) Total Amount including Taxes = E+F
1	Canteen building (approx.. Area = 225.40 Sq.M.)	Weekly				
2	General disinfestations services and pest control in PPEI Building consisting of ground and first floor (Covered area approx. 2900 Square metre each floor).	Fortnightly				
3	Store in BHEL Township	Fortnightly				
4	MPL Block (Area = 809.36 Sq.M.).	Fortnightly				
5	Civil Block (Area = 1161 Sq.M.).	Fortnightly				
6	Electrical & PE Block (Area = 1220 Sq.M.).	Fortnightly				
Total Amount for two year including taxes Rs.						

Note-1: Please mention the type of tax and rate as applicable in column F (if applicable). Please mention 'NA' if not applicable.

Note-2: Evaluation will be done on the lump sum basis i.e. total of column (G).

(Signature With name, Designation & seal of the firm)

DECLARATION

I / We hereby declare that I/We have not been banned and de-listed by any PSU / Government Department / Financial Institution / Court. I / We have no any case with the Police/Court/Regulatory authorities against the proprietor/firm/partner. I / We have enclosed the following documents with the tender document in technical bid. :-

- a. Complete tender in all respects duly signed & stamped on each and every page by the authorized signatory of the bidder as a token of acceptance of all the terms and conditions of tender.
- b. Performance Certificate as mentioned in the tender document.
- c. Bidder has to submit copy of PAN card.
- d. Bidder has to submit copy of ITR for the year 2011-12 or 2012-13.
- e. Bidder has to submit Service Tax registration number / Sales Tax registration number (if applicable).
- f. Bidder's details as per Annexure-I.



(Signature With name, Designation & seal of the firm)