



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Limited

उद्योग क्षेत्र, नई दिल्ली / Industry Sector, New Delhi

मानव संसाधन प्रबंध / Human Resources Management

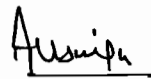
To,

NOTICE FOR INVITING OPEN TENDER

Sealed tenders are invited for the following service in BHEL, Industry Sector, Lodhi Road, New Delhi.

Name of Services	:	Annual Maintenance Contract of Pest Control and Rodent Control Services at BHEL, Lodhi Road, New Delhi.
NIT No.	:	ID/HRM/A041 dated 08.10.2014
Last Date & Time for Submission of Tender	:	Upto 14:30 hours of 30.10.2014
Date & Time of Opening	:	15:00 hours of 30.10.2014
Tender Cost	:	Nil
Earnest Money Deposit	:	Rs. 10000.00

The sealed tender may be sent either by Registered Post/ Speed Post/ Courier Services or by hand in the BHEL office, Industry Sector, Lodhi Road, New Delhi from 9:00 Am to 5:30 Pm on any working day latest by 14:30 hours of 30.10.2014. In case of any clarification the bidder can contact undersigned over Telephone No. 011-41793284, Mobile No. 9810780020 or at email: anil.singh@bhel.in.


(A. K. Singh)
Manager/HR
On behalf of "BHEL"

I. Scope of Work :

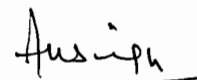
Bidders have to maintain the Pest Control and Rodent Services in our office building on the comprehensive AMC contract manner.

The scope of work shall include services for treatment of cockroaches, insects, flies, mosquitoes & rats etc. The specification & frequency of treatment will be as attached at Annexure – I.

The treatment/service shall be carried twice in a month preferably on second Saturday & last Saturday of each month. In addition to the above services, emergency treatment calls shall be attended within 48 hours as & when required basis.

II. Instructions to Bidders :

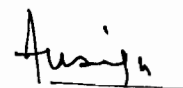
1. The offer shall be submitted as per the instructions of tender document. Only one set of tender document duly signed & stamped on each page shall be submitted as detailed further. Tenderer should note specifically that all pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing/ stamping on each page) as a part of their offer. In case of any clarification, bidder may contact this office.
2. No overwriting / correction in tender documents by tenderer shall be allowed. However if correction is unavoidable, the same must be signed.
3. Tenderer has to deposit EMD of Rs. 10,000/- (Ten Thousand only) for the above job and the same will be in the form of Pay Order or Demand Draft only in favour of BHEL, payable at New Delhi. EMD submitted by tenderer will be forfeited if tenderer revokes his tender within validity period or increases his rates.
4. 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 specification number and due date and time as mentioned in the tender enquiry. Envelope of **Part-1 “Techno-commercial Bid”** shall contain documents like PAN No., Works, Sales Tax and reference list of works as executed by yours and **Part-2 “Price Bid”** shall contain price bid duly quoted in the BOQ format. A third sealed cover shall contain required amount of EMD and shall be superscribed 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 specification number / numbers and due date**. Tenders submitted without EMD are liable to be rejected.
5. Envelope No. 3 containing EMD will be opened first and after due verification of EMD the **Part - 1** 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 will be intimated separately to the Tenderers who qualify in the Techno-Commercial bid.
6. Rate shall be quoted along with the taxes as mentioned in the Price Bid Format. Rates must be quoted in figures as well as in words.



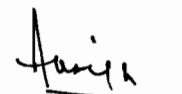
7. On the date of opening of tender, only technical bid of tender shall be opened.
8. BHEL reserves the right to accept or reject any or all offers without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
9. In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BHEL's interpretation shall prevail & shall be binding on the tenderer.
10. The Tenderer should accept all terms & conditions of the tender unconditionally. Tenders with deviations from terms and conditions shall be rejected.
11. Tenderers are requested to go through the scope of services, visit the site/location etc. and get fully acquainted with the work place and prevailing working conditions to get all their doubts clarified regarding the above services before submitting the offer. Engineer-in-charge's decision will be full and final in the event of any. Any queries regarding this tender may be clarified from Manager (HR), on Telephone No. 011- 41793284 / mobile No.-9810780020 or e-mail : anil.singh@bhel.in
12. The tenderers or their representative may attend the opening of tender, if they so desire. The tenders (both the parts) shall be opened on schedule date & time even if the bidders or their representative are not present.

III. General Terms & Conditions :

1. Tenders received late /in open condition/ not meeting the tender condition / incomplete in any respect are likely to be rejected.
2. BHEL will not be responsible for the postal delay under any circumstances for non-receipt of Tenders by due date & time.
3. The Tenderers are required to furnish the details in attached formats at Annexure – II, III & IV. (Enclosed).
4. The Tenderers are required to quote for the complete scope of services in the Price Bid Format at Annexure –V (Enclosed). Tenders for part of the services or incomplete in any respect are liable to be rejected.
5. Rates quoted by the bidder will be firm. No price variation and escalation due to increase in labour / material cost will be allowed.
6. The rate should be indicated both in words and figures. All entries in the Tender must be written in ink or typewritten. Over-writing should be avoided. Corrections, if any, should be attested with signature by the bidder.
7. **Validity of Offer** : Validity of offer will be 30 days from the date of opening of tender.
8. **Evaluation Criteria** : Evaluation of tender will be done on the basis of Evaluation Price as quoted at Sl. No. E in the Price Bid Format. In case of tie between the Evaluation Price of two or more bidders, the Snap bidding system will be followed to arrive the L-1 bidder.

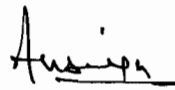


9. **Quantity Variation** : The quantity of any item mentioned in the Price Format may vary \pm 10% during execution of work as per the direction of Engineer-in-charge.
10. **Subletting** : The Contractor shall not sublet, transfer or assign the full work or any part thereof to any other person/company/organization.
11. **Validity of Contract** : Validity of contract shall be 2 years from the date of start of work. The contract period may be extended for further period of one year on specified same terms & conditions on the mutual agreed basis.
12. **Payment Terms**: (a) Payment shall be made quarterly after the successfully completion of services of the every quarter.
- (b) No advance payment or the payment for mobilization of work will be made to the contractor.
- (c) Bill raised by the Contractor shall be certified by the official in-charge of BHEL and the 100% payment will be made within 15 days by NEFT/RTGS from the date of receipt of in discrepant bill.
- (d) The contractor shall not been entitled to any interest with respect to any money which may be due to him from BHEL.
- (e) All payment will be subject to deduction of taxes at source as per rules.
13. **Security Deposit**: (a) The security deposit shall be collected from the successful tenderer. The rate of Security Deposit will be as below :
- Upto Rs. 10 lakhs : 10% of work order value
Above Rs. 10 lakhs & upto Rs. 50 lakhs: Rs. 1 Lakh + 7.5 % of the amount exceeding 10 lakhs
Above Rs. 50 lakhs: Rs 4 lakhs + 5% of amount exceeding Rs 50 lakhs
- The security deposit should be collected before start of work by the contractor.
- (b) Security deposit may be furnished in any one of the following forms :
- (i) Cash (as permissible under the Income Tax Act)
- (ii) Pay order / demand draft in favour of BHEL.
- (iii) Local cheques of schedule banks, subject to realization.
- (iv) Bank Guarantee from Schedule Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- (v) Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be deposited before start of the work and balance 50% may be recovered from the running bills.
- (vi) The Security Deposit shall not carry any interest.
- (c) The security deposit will be released after the actual completion of work.



(d) Failure to pay the security deposit shall be treated as failure to discharge the duties under the contract and shall result in cancellation of the contract and the contractor shall be liable to compensate BHEL for any losses incurred by BHEL. BHEL reserves the right to appropriate any part / whole of the amount of the security deposit without prejudice to other claims against the contractor for losses suffered by BHEL due to failures on the part of the contractor, due to termination of contract or contractor becoming disqualified because of liquidation / insolvency. The decision of BHEL in respect of such losses, damages, charges, expenses or costs, shall be final and binding to the contractor.

14. **L.D. For Bad Quality of Services**: In case the services offered are not found satisfactory a 0.5 % per week subject to maximum 10% of total value will be deducted from the bill.
15. No excuses like hindrance because of extreme weather conditions, non-availability of labour and material etc. will be entertained for not providing services on time.
16. All necessary precautions with respect to safety at site and environmental aspects and their impacts shall have to be taken by the contractor for activities performed by his workers.
17. In case of any dispute, the decision taken by BHEL Management will be final and binding on the contractor.
18. **Recovery from Contractor** : Whenever under the contract, any sum of money shall be recoverable from or payable by the contractor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BHEL or from his security deposit, or the contract or shall pay the claim on demand without any terms & conditions.
19. **Arbitration / Conciliation**: In the event of any dispute arising between the parties hereafter referred as BHEL and Contractor in respect of or connected with this contract, General & Special terms & conditions of tender, then the same shall be referred to Arbitration and Arbitrator will be nominated by the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be final and binding on both the parties. However, any differences or doubt pertaining to meaning/ interpretation of any phrase word used in terms or in the schedule of services, their nature and manner of rendering of such services shall be the except ed matter and be referred to the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be the final and binding. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modification and re-enactment thereof will apply to such arbitration provided however, in all matters the venue of proceedings will be Delhi and only Delhi or appropriate Courts will have jurisdiction over the same.
20. **Risk Clause** : In case the contractor does not accept the work awarded to him or does not turn up after the award of work, BHEL shall have the right without any prejudice to get the work done through any other alternate agency at the risk and cost of Contractor. The additional cost including loss, if any incurred by BHEL will be recovered from the Contractor.


(A. K. Singh)
Manager/HR
On behalf of "BHEL"

Specification Related to Pest Control Services

Sno.	Where treatment has to be done	Frequency	Required Treatment	Chemical Composition
1	Pantry / Kitchen	Fortnightly	(1) Spray for mosquito, insects and flies.	Cyphenothrin 05 EC, Lambda cyhalothrin 10WP, Deltamethrin 2.5SC
			(2) Applying of gel treatment for cockroach at required places.	Imidacloprid 2.15%; Fipronil 0.005%
			(3) Installation of Glue Trap in cabinet at required places.	Glue trap
2	Office Premises & Meeting Room	Fortnightly	(1) Spray for mosquito, insects and flies.	Cyphenothrin 05 EC, Lambda cyhalothrin 10WP, Deltamethrin 2.5SC
			(2) Applying of gel treatment for cockroach at required places.	Imidacloprid 2.15%; Fipronil 0.005%
3	Toilet & Drainage Shafts	Fortnightly	(1) Spray for mosquito, insects and flies.	Cyphenothrin 05 EC, Lambda cyhalothrin 10WP, Deltamethrin 2.5SC
			(2) Applying of gel treatment for cockroach at required places.	Imidacloprid 2.15%; Fipronil 0.005%
4	Keyboard, Computer & Telephone	Fortnightly	(1) Applying of gel treatment for cockroach at required places.	Imidacloprid 2.15%; Fipronil 0.005%
5	Rodent Service in Office Premises	Fortnightly	(1) Installation of Glue traps at least of 6 nos. on each floor.	Glue trap

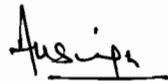
Note - The chemical should be of Bayer/Bonide or equivalent make. The chemicals should be duly approved by the Central Insecticides board and registered committee. The list of approved & banned chemical by the Central Insecticides board and registered committee is enclosed.

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DECLARATION

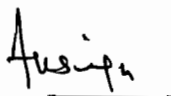
I / We do hereby declare that there is no case with the Police/Court/Regulatory authorities against the proprietor/firm/partner. Also I/We have not been suspended / delisted / blacklisted by any other Govt. Ministry / Department/Public Sector Undertaking/ Autonomous Body/Financial institution/Court. We also certify that either our firm or any of the partners are not involved in any scam or disciplinary proceedings settled or pending adjudication

A handwritten signature in black ink, appearing to read 'A. S. Singh', written over a horizontal line.

Signature and Seal of the Bidder

NO DEVIATION CERTIFICATE

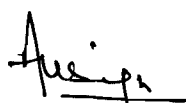
Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of the above tender and there is no deviation in the terms & conditions of tender. We confirm that the offer submitted by is confirming to all the terms and conditions mentioned in the tender Document. We hereby undertake and confirm that we have understood the scope of services properly and shall carry out the job as mentioned in this tender.

A handwritten signature in black ink, appearing to be 'A. Singh', written over a horizontal line.

Signature and Seal of the Bidder

BIDDER'S DETAILS

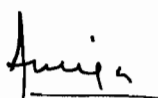
Sl. No.	Description	Details
1	Name of the Bidder	
2	Address of the bidder	
3	Contact Person's Name	
4	Contact No. of Contact Person	
5	FAX No.	
6	E-mail ID of the Bidder	



Signature and Seal of the Bidder

Price BidSubject – Annual Maintenance Contract for Pest Control and Rodent Control Services.

Sl no.	Description of item	Quoted Price per month (in Figures)	Quoted Price per month (in Words)
A.	<u>Basic Price</u> Annual Maintenance Contract of Pest Control and Rodent Control Services at BHEL, Lodhi Road Office as per the specification attached in Annexure –I.		
B.	VAT @ % on % Value		
C.	Service Tax @ % on % Value		
D.	Total All Inclusive Price (A + B + C)		
E.	Evaluation Price (D – C)		



Signature and Seal of the Bidder