

नाबार्ड मध्य प्रदेश क्षेत्रीय कार्यालय और शाहपुरा-भोपाल स्थित 02 आवासीय कॉलोनी सेक्टर-ए तथा सी के लिए दिनांक 01.04.2024 से 31.03.2026 तक की अवधि के दौरान कीट नियंत्रण और दीमक रोधी उपचार, कृतक/फॉगिंग और एंटी लार्वा उपचार के लिए वार्षिक रखरखाव अनुबंध के लिए निविदा दस्तावेज संविदाएं ।

**Tender Document for Annual Maintenance Contract for Pest Control and Anti Termite Treatment, Rodent/Fogging & Anti Larva treatment at NABARD Madhya Pradesh Regional Office, E-5, Arera Colony, Bittan Market, Bhopal, Madhya Pradesh- 462 016 and 02 Colonies at A & C Sector, Shahpura for the period of 02 years (01/04/2024 to 31/03/2026)**

### राष्ट्रीय कृषि और ग्रामीण विकास बैंक

परिसर, सुरक्षा और अधिप्राप्ति विभाग (डीपीएसपी), मध्य प्रदेश क्षेत्रीय कार्यालय,  
ई 5-अरेरा कालोनी, रविशंकर नगर, भोपाल 462016-  
ई – मेल-[dpsp.bhopal@nabard.org](mailto:dpsp.bhopal@nabard.org), Telephone: 0755- 243321

### National Bank for Agriculture & Rural Development

Department of Premises, Security and Procurement, Madhya Pradesh Regional Office  
E-5 Arera Colony, Ravishankar Nagar, Bhopal – 462016  
E-mail – [dpsp.bhopal@nabard.org](mailto:dpsp.bhopal@nabard.org), Telephone- 0755-243321

निविदा जारी करने की तिथि Date of issue of tender	<b>08 February 2024 at 1200 hrs</b>
बयाना राशि Earnest Money Deposit	<b>Rs.22000.00</b>
प्री टेंडर मीटिंग Pre tender Meeting	<b>15 February 2024 at 1500 hrs</b>
ई-निविदा की प्राप्ति के लिए अंतिम तिथि और समय Last date and time for receipt of e-tender	<b>29 February 1500 hrs</b>
तकनीकी बिड निविदा खोलने की तिथि और समय Date and time of opening of tender bids	Technical Bid : <b>01 March 2024 at 1100 hrs</b> PRICE BID : <b>TO BE DECIDED LATER</b>
ई - निविदा डालने का वेब साइट Website for submission of e-tender	<a href="https://gem.gov.in">https://gem.gov.in</a>
ई – निविदा प्रक्रिया के लिए संपर्क व्यक्ति Contact person for e-tendering	Valsala A Nair Land line No. 0755 2433321 Mobile No : 7039693262

## NOTICE INVITING TENDER

संदर्भ सं राबै/डीपीएसपी/ /एएमसी-पेस्ट कंट्रोल ट्रीटमेंट( 2024-026)/2023-24

Date 8 February 2024

महोदय/ Dear Sir,

1. निविदा आमंत्रित करने के लिए सूचना- नाबार्ड मध्य प्रदेश क्षेत्रीय कार्यालय और शाहपुरा-भोपाल स्थित 02 आवासीय कॉलोनी सेक्टर-ए तथा सी के लिए दिनांक 01.04.2024 से 31.03.2026 तक की अवधि के दौरान कीट नियंत्रण और दीमक रोधी उपचार, कृतक/फॉगिंग और एंटी लार्वा उपचार के लिए वार्षिक रखरखाव अनुबंध के लिए निविदा दस्तावेज संविदाएं

2. नाबार्ड अपने मध्य प्रदेश क्षेत्रीय कार्यालय भवन और दोनों आवासीय कॉलोनी, सेक्टर-"ए" तथा "सी" में कीट नियंत्रण उपचार कार्यों के लिए निविदाएं आमंत्रित करता है। अनुबंध 01.04.2024 से 31.03.2026 तक प्रभावी दो साल की अवधि के लिए वैध है। अनुबंध को 2026-27 और 2027-28 के लिए वार्षिक आधार पर (प्रत्येक समय एक वर्ष) दो साल की अवधि के लिए आगे नवीनीकरण किया जा सकता है, जो अनुबंध के संतोषजनक प्रदर्शन, परस्पर रूप से सहमत निबंधनों और अन्य नियमों और शर्तों के अधीन है।

3. उपर्युक्तकार्यों के लिए निविदा प्रस्तुत करने के लिए हम आपको को आमंत्रित करते हैं। आप्र दो भागों में होगी जैसे तकनीकी बोली और मूल्य बोली। सभी स्थानों के लिए तकनीकी बोली एक ही होनी चाहिए जबकि मूल्य बोली सभी स्थानों के लिए अलग अलग भरकर और ( एक मूल्य बोली) समूहों/संलग्न निर्धारित निविदा दस्तावेज में प्रस्तुत की जाए। प्रत्येक स्थान के लिए एक मूल्य बोली अलगबंद लिफाफे -अलग मुहर-में प्रस्तुत की जाए जिसके लिफाफे पर स्थान का नाम लिखा जाए

4.अनुरोध है कि आप दोहरी बोली प्रणाली के अंतर्गत सरकारी ई- मार्केटप्लेस (जेईएम) में इस निविदा दस्तावेज में दिये गए विस्तृत विवरण और अन्य अपेक्षाओं के अनुसार उपर्युक्त संविदा के लिए अपना प्रस्ताव प्रस्तुत करें। निविदा दस्तावेज नाबार्ड की वेबसाइट <https://www.nabard.org> और जेईएम पोर्टल से डाउनलोड किया जा सकता है।

**Notice Inviting Tender– Tender Document for Annual Maintenance Contract for Pest Control and Anti Termite Treatment, Rodent/Fogging & Anti Larva treatment at NABARD Madhya Pradesh Regional Office, E-5, Arera Colony, Bittan Market, Bhopal, Madhya Pradesh- 462 016 and 02 Colonies at A & C Sector, Shahpura for the period of 02 years (01/04/2024 to 31/03/2026)**

NABARD invites tenders for the pest control treatment works at its Madhya Pradesh Regional Office Building and both residential colonies in Sector A and Sector C Shahpura Bhopal. The contract is valid for a period of two years effective from 01.04.2024 to 31.03.2026. The contract can be further extended for a period of two years renewable on a yearly basis (One year at each time) for 2026-27 and 2027-28 subject to the satisfactory performance of the contract and other terms and conditions of the contract.

We invite you to submit tender for the captioned works. The offer shall be in two parts, viz., Technical Bid and Price Bid(s). **The technical bid shall be one for all locations while Price Bids shall be filled and submitted for all locations/groups separately (one price bids)** in the prescribed tender document enclosed.

You are requested to submit your offer through **Government - e - Marketplace (GeM)** in **Two Bid System** for the aforesaid contract as per the detailed specifications and other requirements as mentioned in this tender document. The tender document will be available for

**5. बोली-पूर्व बैठक** का आयोजन 15 फरवरी 2024 को अपरान्ह 1500 बजे नाबार्ड, मध्य प्रदेश क्षेत्रीय कार्यालय, अरेरा कालोनी, भोपाल 462016 में किया जाएगा। बोली-पूर्व बैठक में भाग लेने हेतु पात्र होने के लिए बोलीकर्ता स्थान का सर्वेक्षण कर ले और समग्र रूप से कार्य/सेवा की साध्यता के संबंध में स्वयं संतुष्ट हो जाए। बोली-पूर्व बैठक में मांगे जाने वाले किसी भी प्रकार के स्पष्टीकरण के संबंध में बैठक से कम-से-कम 01 कार्यदिवस पहले लिखित में ई-मेल ([dpsp.bhopal@nabard.org](mailto:dpsp.bhopal@nabard.org)) से हमें सूचित करें। बोली-पूर्व बैठक में दिए गए सभी स्पष्टीकरण निविदा का हिस्सा होंगे।

6. दिनांक 29.02.2024 15:00 बजे तक जीईम पोर्टल के माध्यम से प्रस्तुत निविदाएँ ही स्वीकार की जाएंगी। निर्धारित तिथि के पश्चात प्राप्त निविदाओं अथवा फ़ैक्स/ईमेल/डाक से प्राप्त निविदाओं को स्वीकार नहीं किया जायगा और उन्हें नकार दिया जायगा। साथ ही, जिनकी निविदा निर्धारित प्रक्रिया के अनुसार नहीं पाई जाती है, उन बोलिकर्ताओं की निविदाएँ नकार दी जयंगी।

7. निविदा की तकनीकी बोली (भाग -1) दिनांक 01 मार्च 2024 को अपरान्ह 1100 बजे अथवा उसके बाद, नाबार्ड की सुविधा और जेईम के नियमों के अनुसार नाबार्ड, मध्य प्रदेश क्षेत्रीय कार्यालय, भोपाल 462016 में खोली जाएगी।

8. तकनीकी मूल्यांकन में अहर्ता- प्राप्त बोली-कर्ताओं की मूल्य बोली (भाग -II) अलग से खोली जाएगी, जिसकी तिथि जीईम पोर्टल के माध्यम से सूचित की जाएगी। इस निविदा दस्तावेज़ के नियमों और जीईम के नियमों में विवाद होने की स्थिति में, इस दस्तावेज़ को प्राथमिकता दी जाएगी

9. तकनीकी बोली, मूल्य बोली, कार्य की परिधि अपेक्षित सेवाओं, सफल बोली कर्ताओं के चयन आदि के संबंध में अनुदेशों का विवरण इस निविदा के शर्तों और निबंधनों और निविदा के अन्य हिस्सों में दिया गया है

10. बयाना राशि के रूप में रु. 22,000 /- की राशि एनईफटी के माध्यम से निम्नलिखित खाते में जमा की जाए। बयाना राशि के बिना निविदा को नकार दिया जाएगा

download at <https://www.nabard.org> and in GeM Portal.

The **Pre-Bid meeting** will be held at **1500 hrs. on 15 February 2024** at NABARD Madhya Pradesh Regional Office, E-5, Arera Colony, Bittan Market, Bhopal 462 016. To be eligible to participate in the pre-bid meeting, the bidder should have already conducted a site survey and should have satisfied himself about the overall feasibility of the work/service. **Any clarifications being sought in the pre-bid meeting should be submitted in writing at least 01 working day prior to the date of pre-bid meeting by email to [dpsp.bhopal@nabard.org](mailto:dpsp.bhopal@nabard.org).** All the clarifications of the pre-bid meeting will be part of tender.

**Tenders submitted through GeM portal upto 29 February 2024 till 1500 hrs only will be accepted.** Tender received late or received through fax/email/post will not be accepted and will be rejected. The tenders of the bidders whose tender is not in accordance with the prescribed manner, will be rejected.

Technical Bid (Part- I) of Tender will be opened at NABARD Regional Office, E-5 Arera Colony, Bittan Market, Bhopal 462 016 **01 March 2024 at 1100 hrs** or later as per convenience of NABARD and as per the rules of GeM.

Price Bid (Part II) of bidders who qualify the technical evaluation will be opened on a separate date as informed through GeM portal. If there is any conflict between the rules of this tender document and the rules of GeM, then this document will be given preference.

Instructions regarding Technical Bid, Price Bid, scope of works and the services required, selection of successful bidder etc have been elaborated in the Terms and Conditions of the tender and other parts of the tender document

An Earnest Money Deposit of Rs.22,000/- should be remitted by NEFT into the account mentioned below. Tender without EMD shall be rejected

Name of Account holder	NATIONAL BANK FOR AGRICULTURE AND RURALDEVELOPMENT	Name of Account holder	NATIONAL BANK FOR AGRICULTURE AND RURALDEVELOPMENT
BANK NAME	NABARD	BANK NAME	NABARD
BRANCH NAME	HEAD OFFICE, MUMBAI	BRANCH NAME	HEAD OFFICE, MUMBAI
IFSC code	NBRD0000002	IFSC code	NBRD0000002
Account Number	NABADMN04	Account Number	NABADMN04

उसी के लिए काउंटरफिल/रसीद /लेनदेन का विवरण निविदा के साथ संलग्न किया जाना चाहिए। ईएमडी के बिना निविदा सही तरीके से खारिज कर दी जाएगी। ईएमडी/आरएमडी पर कोई व्याज की अनुमति नहीं है।

11. प्रत्येक काउंटरफिल/रसीद/ लेनदेन के पीछे जिस स्थान/समूह / कॉलोनी के लिए बयाना राशि की जमा की जा रही उसके नाम का विशेष रूप से उल्लेख करें। किसी विशिष्ट स्थान/ समूह/ कॉलोनी के लिए प्रस्तुत बिना बयाना राशि की निविदा को अस्वीकार किया जाएगा।

**Counterfoil/ receipt/ transaction detail for the same has to be enclosed with the tender. The Tender without EMD shall be rejected out rightly. No interest is allowed on the EMD/RMD**

**The location/group/colony for which EMD is submitted may be specifically mentioned on the back side of each Counterfoil/ receipt/transaction details. Tenders without EMD will be rejected for that particular location/colony.**

Sr No	स्थान/ Location	EMD
1	नाबार्ड, मध्य प्रदेश क्षेत्रीय कार्यालय बिल्डिंग, ई-5, अरेरा कॉलोनी, बिट्टन मार्केट, रविशंकर नगर पोस्ट बॉक्स, भोपाल-462016 NABARD Madhya Pradesh Regional Office, E-5, Arera Colony, Bittan Market, Ravishankar Nagar Post Box, Bhopal-462016	3600
2	नाबार्ड आफिसर्स कॉलोनी, "ए" सेक्टर, शाहपुरा, भोपाल-462039 NABARD Officers Colony, "A" Sector, Shahpura, Bhopal-462039	10400
3	नाबार्ड स्टाफ़ क्वार्टर्स, सी-सेक्टर, शाहपुरा, भोपाल-462039 NABARD Staff Colony, C-Sector, Shahpura, Bhopal-462039	8000

12. निविदा कर्ताओं को सूचित किया जाता है कि कार्य की प्रकृति को जानने के लिए उक्त बिल्डिंग एवं कॉलोनी का दौरा करें और अपनी दरें काट करने से पहले बैंक से आवश्यक सभी स्पष्टीकरण प्राप्त करें। निर्धारित निविदा दस्तावेज़ में मुहरबंद निविदा "श्री सुनील कुमार, मुख्य महाप्रबंधक, राष्ट्रीय कृषि और ग्रामीण विकास बैंक, नाबार्ड, मध्य प्रदेश क्षेत्रीय कार्यालय बिल्डिंग, ई-5, अरेरा कॉलोनी, बिट्टन मार्केट, रविशंकर नगर पोस्ट बॉक्स, भोपाल-462016" को संबोधित की जाए

Tenderers are advised to visit the office building and colony as stated above, to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from the Bank before quoting their rates. Sealed tender in the prescribed tender document should be addressed in the name of "**Shri Sunil Kumar, Chief General Manager, National Bank for Agriculture and Rural Development, NABARD Madhya Pradesh Regional Office Building, E-5, Arera Colony, Bittan Market, Ravishankar Nagar Post Box, Bhopal-462016**".

13. संबंधित स्थान/कॉलोनी के लिए अलग-अलग बयाना राशि के साथ तकनीकी बोली मुहरबंद लिफाफे में प्रस्तुत की जाए जिस पर “तकनीकी बोली और बयाना राशि दिनांक 01.04.2024 31.03.2026 की अवधि के लिए पेस्ट कंट्रोल ट्रीटमेंट के लिए वार्षिक रख-रखाव संविदा” लिखा होना चाहिए।

14. प्रत्येक लोकेशन/कॉलोनी के लिए मूल्य बोली/बोलियाँ अलग से मुहरबंद लिफाफे में प्रस्तुत की जाए। जिस पर “मूल्य बोली (स्थान/कॉलोनी: ): 01.04.2024 से 31.03.2026 अवधि के लिए पेस्ट कंट्रोल ट्रीटमेंट के लिए वार्षिक रख-रखाव” लिखा होना चाहिए।

15. इस बात की सावधानी बरतें कि मूल्य बोली अलग प्रस्तुत की जाए।

16. यह बोली, बोली खोलने की तिथि से 3 महीने तक और जीईएम के मानदंडों के अनुसार वैध और स्वीकार करने के लिए मान्य मानी जाएगी।

17. तकनीकी बोली और मूल्य बोली के अलग-अलग रखा जाए. तकनीकी रूप से योग्य बोली लगाने वाले के तकनीकी रूप से योग्य होने की सूचना पर मूल्य बोली खोली जाएगी।

18. निविदा में विनिर्दिष्ट शर्तों और निबंधनों की सहमति के रूप में, प्रस्ताव के सभी दस्तावेज़ और निविदा के सभी पृष्ठों पर बोलीकर्ता हस्ताक्षर करें और अपनी मुहर लगाएँ।

9. किसी भी परिस्थिति में विलंब से प्राप्त निविदाएँ स्वीकार नहीं की जायेंगी।

20. दिनांक 16/02/2024 को 17:00 बजे उक्त पते पर निविदाकर्ता या उनके प्राधिकृत प्रतिनिधियों जो उपस्थित रहना चाहते हैं की उपस्थिति में तकनीकी बोलियाँ खोली जाएंगी। मूल्य बोली बाद में खोली जाएंगी और निविदाकर्ताओं द्वारा प्रस्तुत दस्तावेजों की संवीक्षा के बाद मूल्य बोलियों के खोलने की तारीख के संबंध में अवगत कराया जाएगा। यह नोट किया जाए कि केवल उन निविदाकर्ताओं कि मूल्य बोलियों के लिफाफे खोले जाएंगे जिन्होंने पात्रता –पूर्व मानदंड/तकनीकी बोली में निर्धारित आवश्यकताओं का अनुपालन किया है। इस संबंध में बैंक का निर्णय अंतिम होगा। यदि निविदाकर्ता बैंक को संतुष्ट

The Technical Bid along with separate EMD (individual) for relevant location / colony may be submitted separately super scribed “**Technical Bid and EMD: Annual Maintenance Contract for the Pest Control Treatment for the period from 01.04.2024 to 31.03.2026**”.

The price bid for each location/colony has to be submitted separately with superscription “Price Bid (Location/colony : ): AMC for the Pest Control Treatment for the period from 01.04.2024 to 31.03.2026”.

**Care should be taken to submit price bids for each of the locations separately.**

The bid shall remain valid and open for acceptance for **03 months** from the date of opening of the bid and as per norms of GeM.

The technical bid and price bids should be given separately. The price bid shall be opened in respect of technically qualified bidder on intimations of being technically qualified.

All documents that comprise the offer and all pages of tender, should be signed and sealed by the bidder, as a token of acceptance to the terms and conditions specified in tender.

Late tenders will not be accepted under any circumstances.

The Technical Bids will be opened on **01 March at 1100 hrs.** at the above address in the presence of the tenderers or their authorized representatives who choose to be present. **Opening of Price Bid shall be done at a later date which shall be intimated after scrutiny of the documents submitted by tenderers.** It may be noted that Price Bid shall be opened only in respect of those Tenderers who have complied with the requirements as laid down in **Pre-Qualification criteria / technical bid.** The decision of the Bank in this regard shall be final. In the event of intending

करने में असफल होता है तो बैंक निविदा अस्वीकार करने और मूल्य बोली न खोलने का अधिकार सुरक्षित रखता है।

21. यदि निविदाएँ प्राप्त होने और खोलने की अंतिम तारीख को नाबार्ड के लिए अवकाश का दिन है तो निविदाओं की प्राप्ति और उन्हें खोलने का कार्य अगले कार्य दिवस को समय और स्थान में परिवर्तन किए बिना किया जाएगा।

22. यदि कोई बोलिकर्ता निर्धारित आवश्यकताओं में परिवर्तन का प्रस्ताव देता है तो निविदा को स्वीकार नहीं किया जाएगा। नाबार्ड किसी भी निविदा को कोई भी कारण दिये बिना पूर्ण रूप से या उसके किसी भाग को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है। नाबार्ड न्यूनतम या किसी भी निविदा को स्वीकार करने के लिए बाध्य नहीं है। निविदाकर्ताओं को यदि आवश्यक ही तो दरों की संवीक्षा के लिए दरों का विश्लेषण नाबार्ड को प्रस्तुत करना चाहिए।

23. जो निविदाएँ नाबार्ड की सभी या किसी भी शर्त को पूरा नहीं करती हैं या किसी भी प्रकार से अपूर्ण हैं और निविदाकर्ता की अपनी विशेष शर्तों के साथ प्रस्तुत निविदाएँ अस्वीकार की जाएंगी

24. सफल बोलिकर्ता को प्रचलित दरों के अनुसार गैर-अदालती स्टाम्प पत्र पर संलग्न मानक फॉर्मेट (करार का अनुच्छेद) में कार्य आदेश जारी होने की तारीख से 14 दिनों के भीतर नाबार्ड के साथ करार निष्पादित करना होगा अन्यथा बोलिकर्ता की बयाना राशि को जब्त किया जाएगा।

25. यदि निविदा दस्तावेजों की कई विसंगति, चूक, अस्पष्टता है या उनके अर्थ के संबंध में कोई आशंका है तो उनके बारे में लिखित रूप में "मुख्य महप्रबंधक, नाबार्ड" को रिपोर्ट करना होगा। संबंधित विभाग प्रश्नों की समीक्षा करेगा और मांगी गई जानकारी के संबंध में स्पष्ट रूप से उल्लेख नहीं किया गया है तो नाबार्ड सभी निविदाकर्ताओं को स्पष्टीकरण जारी करेगा, जो निविदा दस्तावेज का एक भाग होगा। निविदा दस्तावेजों की विसंगति, चूक, अस्पष्टता या उनके अर्थ के संबंध में किसी भी प्रकार की आशंका के बारे में यदि नाबार्ड को निविदा प्रस्तुत करने की तारीख से **पाँच कार्य दिवस के पहले** अवगत नहीं कराया जाता है तो उसके लिए नाबार्ड जिम्मेदार नहीं होगा।

tenderer's failure to satisfy the Bank, the Bank reserves the right to reject the tender and not to open the price bid.

If the last date of receipt of opening of the tenders happens to be a holiday for NABARD, then the receipt and opening of the tenders shall be shifted to next working day without change of time and venue.

The tender will be rejected if any bidder proposes any deviation from the prescribed requirement. NABARD reserves its right to accept or reject any tender, either in whole or in part, without assigning any reasons for doing so. NABARD does not bind itself to accept the lowest or any tender at all. Tenderer shall have to furnish Rate Analysis for the scrutiny of rates by NABARD, if required.

Tenders which do not fulfill all or any of NABARD's conditions or are incomplete in any respect and tenders with the tenderer's own special conditions are liable to be rejected.

The successful bidder shall execute an agreement with NABARD at his cost on non-judicial stamp paper in accordance with the standard format enclosed (articles of agreement) within 14 days from the date of issue of work order failing which bidders EMD may stand forfeited.

Any discrepancies, omissions, ambiguities in the tender documents, if any, or any doubt as to their meaning should be reported in writing to the "Chief General Manager, NABARD" who will review the queries and if information sought is not clearly indicated or specified, NABARD will issue clarifications to all the tenderers, which will become part of the Tender Document. NABARD will not be responsible if the discrepancies, omissions, ambiguities in the tender documents or any doubts as to their meaning are not brought to the notice of NABARD before five working days prior to the date of submission of the tender.

26. निविदाकर्ताओं को सूचित किया जाता है कि वे निविदा के वाणिज्यिक पहलू का कड़ाई से पालन करें और निम्नलिखित बिन्दु नोट करें:

- i. संविदा कि अवधि 01.04.2024 से 31.03.2026 तक होगी। परस्पर रूप से सहमत निबंधनों और शर्तों के अनुसार यदि सेवाओं को संतोषजनक पाया जाता है तो इस संविदा का अगले दो वर्षों (हर बार एक वर्ष) के लिए नवीनीकरण किया जाएगा। नवीनीकरण के संबंध में नाबार्ड का एकमेव विवेकाधिकार होगा
- ii. मूल्य बोलियों को खोलने की तारीख से 90 दिन तक आफ़र वैध होगा।
- iii. सफल निविदाकर्ताओं की बयाना राशि नाबार्ड द्वारा जमानत राशि के रूप में रखी जाएगी। जमानत राशि की मात्र स्थान/कॉलोनी के संबंध में वार्षिक संविदा राशि के 5% होगी। सफल निविदाकर्ताओं को कार्य संबंधी आदेश जारी होने के 10 दिन के भीतर शेष जमानत राशि जमा करनी होगी। जमानत राशि संविदा अवधि पूरी होने के बाद वापस लौटाई जाएगी। जमानत राशि पर कोई व्याज नहीं दिया जायेगा।

27. आप कॉलोनी का दौरा करें और यदि आवश्यक हो तो स्पष्टीकरण की मांग करें। आप नाबार्ड, डीपीएसपी (परिसर अनुभाग), तृतीय तल, नाबार्ड, मध्य प्रदेश क्षेत्रीय कार्यालय, ई- 5, अरेरा कॉलोनी, बिट्टन मार्केट, भोपाल-462016 से भी संपर्क कर सकते हैं।

28. निविदा आमंत्रित करने के लिए दी गई यह सूचना (एनआई टी) निविदा दस्तावेज़ का एक भाग होगी

29. निविदाकर्ता किसी अन्य स्पष्टीकरण के लिए मोबाईल नम्बर ..... और ..... पर कार्यालय समय के दौरान संपर्क कर सकते हैं।

भवदीय

(अनुराग राय)  
उप महा प्रबन्धक

Tenderers are advised to ensure strict observance of commercial aspect of the tender and note the following points:

**i. The Contract period will be from 01/04/2024 to 31/03/2026.** The same may be renewed for two more years (one year at each time) if services are found satisfactory as per mutual agreed terms and conditions. The renewal shall be on sole discretion of NABARD.

ii. Validity of offer will be for 90 days from the date of opening of price bids

iii. The EMD of successful tenderers (for location / colony) shall be retained by NABARD towards Security Deposit (SD). **The quantum of security deposit shall be 5% of the annual contract amount in respect of each location/colony.** The successful tenderer has to submit the balance amount of security deposit within 10 days of issue of work order. Security Deposit will be refunded after the expiry of the contract period. SD will not bear any interest

You may visit the colony and to seek required clarifications, if any, you may also contact NABARD, DPSP (Premises Section), IIIrd Floor, Madhya Pradesh Regional Office, E-5 Arera Colony, Bittan Market, Ravishankar Nagar, Bhopal-462016.

This Notice Inviting Tender (NIT) shall also form part of the tender document.

For any further clarification, the applicant may contact on ..... and ..... During office hours.

Yours faithfully

(Anurag Rai)

Deputy General Manager

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\* The above documents duly filled and signed should be submitted along with Technical Bid. Incomplete Bids will stand rejected

\*\* The above documents duly filled and signed should be submitted along with Price Bid. Incomplete Bids will stand rejected.



**FORM OF TENDER**

*(On the letter head of the bidder)*

**Maintenance Contract for Pest Control and Anti Termite Treatment, Rodent/Fogging & Anti Larva treatment at NABARD Madhya Pradesh Regional Office, NABARD Officers' Colony at Sector A and Staff Colony Sector C, Shahpura, Bhopal 462 039 for the period 01 April 2024 to 31 March 2026**

Place: Bhopal

Date: \_\_\_\_\_

The Chief General Manager  
 National Bank for Agriculture and Rural Development  
 E-5 Arera Colony, Bittan Market  
 Bhopal 462 016

Dear Sir,

Having examined the schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the quotation / tender, I/We hereby offer to execute the work specified in memorandum at the rates mentioned in the attached schedule of quantities and in accordance with the specification and instructions in writing and with such materials as are provided for and in all other respects in accordance with such conditions so far as they are applicable.

Sr No	Description of work	Maintenance Contract for Pest Control and Anti Termite Treatment, Rodent/Fogging & Anti Larva treatment at <b>NABARD Madhya Pradesh Regional Office, NABARD Officers' Colony at Sector A and Staff Colony Sector C, Shahpura, Bhopal</b> for the period 01 April 2024 to 31 March 2026
1	Contract Period	01 April 2024 to 31 March 2026
2	Estimated Amount	Rs.11.00 lakh
3	Earnest Money Deposit	Rs.22000.00
4	Payee Name	Payee Name : NABARD Current Account No : NABADMNo4 Name of the Bank: NABARD, Mumbai IFSC Code : NBRD0000002

1. Should this e-tender be accepted, I/We hereby agree to abide by and fulfil the Terms and Conditions and Provisions of the said contract document annexed hereto.

2. Our Bankers are:

Bank Name & Branch \_\_\_\_\_ A/C No:  
 \_\_\_\_\_ IFSC Code:  
 \_\_\_\_\_

3. Names of the proprietor/partner/authorized signatory of the firm authorized to sign:

i) \_\_\_\_\_

ii) \_\_\_\_\_

4. Names of the person hereby given the power of Attorney to sign the contract:

i) \_\_\_\_\_

ii) \_\_\_\_\_

5. Our PAN No. is \_\_\_\_\_. (Copy of PAN to be attached)

6. I / We have examined the Scope of Works, Specifications and Schedule of Quantities and Terms and Conditions relating to the Tender for the said works after having obtained/received the Tender invited by you.

7. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.

8. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the rates quoted by me / us in the attached Bill of Quantities in all respects as per the Specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.

9. I / We have paid interest-free Earnest Money Deposit (EMD) of Rs.22,000/- by RTGS/NEFT to NABARD's Current Account No NABADMN04, IFSC Code NBRD0000002 and the sum shall be forfeited in the event of our withdrawal of Tender before expiry of the validity period of offer and / or in the event of our failure to execute the Contract when called upon to do so by accepting our Tender.

10. I / We agree to pay all Government (Central and State) Taxes such as GST, Works Contract Tax, Service Tax etc. and other taxes prevailing from time to time and the rates quoted by us are inclusive of the same.

11. I / We agree to pay the worker/workers engaged as per the minimum wages declared by the authority under Contract Labour Rules Act 1970 from time to time and agree to pay the same with immediate effect.

12. The rates quoted by me / us are firm and shall not be subjected to variations on account of fluctuation in the market rates, taxes or any other reasons whatsoever during the entire contract period except the difference of minimum wages mentioned at para 10 above and corresponding applicable tax.

Yours faithfully

(Seal & Signature of Contractor)

Date

Place

## **Pre Tender Integrity Pact**

*(To be executed on non-judicial stamp paper of Rs. 500/-)*

Between

National Bank for Agriculture and Rural Development (NABARD) hereinafter referred to as the “Bank/Employer”

And

Hereinafter referred to as the “Contractor/Agency/Service Provider”

### Preamble

The Bank/Employer intends to award, under laid down organizational procedures, contract/s for Pest Control Treatment Works. The Bank/Employer values full compliance with all relevant laws of the land, rules, regulation, and economic use of resources and of fairness /transparency in its relations with its Contractor/Agency/Service Provider.

In order to achieve these goals, the Bank/Employer will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Bank/Employer

- (1) The Bank/Employer commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  - a. No employee of the Bank/Employer, personally or through family members, will in connection 'with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - b. The Bank/Employer will, during the tender process treat all Bidder(s) with equity and reason. The Bank/Employer will, in particular, before and during the tender process, provide to all Contractor/Agency/Service Provider(s) the same information and will not provide to any Contractor/Agency/Service Provider(s) confidential/additional information through which the Contractor/Agency/Service Provider(s) could obtain an advantage in relation to the tender process or the contract execution.
  - c. The Bank/Employer will exclude from the process all known prejudiced persons.
- (2) If the Bank/Employer obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Bank/Employer will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Contractor/Agency/Service Provider

- (1) The Contractor/Agency/Service Provider(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s) / Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

- a. The Contractor/Agency/Service Provider(s) will not, directly or through any other person or firm, offer, promise or give to any of the Bank/Employer's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
  - b. The Contractor/Agency/Service Provider(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
  - c. The Contractor/Agency/Service Provider(s) will not commit any offence under the relevant IPC/PC Act; further the Contractor/Agency/Service Provider(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Bank/Employer as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - d. The Contractor/Agency/Service Provider(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Contractor/Agency/Service Provider(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
  - e. The Contractor/Agency/Service Provider(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
  - f. Contractor/Agency/Service provider(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
- (2) The Contractor/Agency/Service Provider(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

#### Section 3 - Disqualification from tender process and exclusion from future contracts

If the Contractor/Agency/Service Provider(s) before award or during execution has committed a transgression through a violation of Section 2, above or in any other form which put their reliability or credibility in question, the Bank/Employer is entitled to disqualify the Contractor/Agency/Service provider(s) from the tender process.

#### Section 4 - Compensation for Damages

If the Bank/Employer has disqualified the Contractor/Agency/Service Provider(s) from the tender process prior to the award according to Section 3, the Bank/Employer is entitled to demand and recover the damages equivalent to Earnest Money Deposit (EMD)/Bid Security.

- (2) If the Bank/Employer has terminated the contract according to Section 3, or if the Bank/Employer is entitled to terminate the contract according to Section 3, the Bank/Employer shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Retention Money.

#### Section 5- Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 - Equal treatment of all Contractor/Agency/Service Provider(s)

- (1) The Bank/Employer will enter into agreements with identical conditions as this one with all Contractor/Agency/Service Provider(s)
- (2) The Bank/Employer will disqualify from the tender process all Contractor/Agency/Service Provider(s) who do not sign the Pact or violate its provisions.

Section 7- Criminal charges against violating Contractor/Agency/Service Provider(s)

If the Bank/Employer obtains knowledge of conduct of a Contractor/Agency/Service Provider(s), or of an employee or a representative or an associate of a Contractor/Agency/Service Provider(s) which constitutes corruption, or if the Bank/Employer has substantive suspicion in this regard, the Bank/Employer will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

- (1) The Bank/Employer appoints competent and credible Independent External Monitor for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

Independent external Monitor for NABARD Madhya Pradesh Regional Office is Shri Jagdeep Kumar Ghai, PTA & FS(Retd), Flat 1032, A Wing, Vanashree Society, Sector 58 A&B, Palm Beach Road, Nerul, Navi Mumbai, Pin 400 706 (2); Email Id: jkghai@gmail.com Mobile: 9869422244

The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders /Contractors as confidential. He / she reports to the Chairman, NABARD.

- (3) The Contractor/Agency/Service Provider(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Bank/Employer including that provided by the Contractor/Agency/Service Provider. The Contractor/Agency/Service Provider will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.
- (4) The monitor is under contractual obligation to treat the information and documents of the Contractor/Agency/Service Provider(s) with confidentiality The Monitor has also signed declarations on 'Non-disclosure of Confidential Information and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABARD and recuse himself/herself from that case.
- (5) The Bank/Employer will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on

the contractual relations between the Bank/Employer and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Bank/Employer and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- (7) The monitor will submit a written report to the Chairman, NABARD within 8 to 10 weeks from the date of reference or intimation to him by the Bank/Employer and, should the occasion arise, submit proposal for correcting problematic situations.
- (8) If the Monitor has reported to the Chairman, NABARD, a substantiated suspicion of an offence under the relevant IPC/PC Act, and the Chairman NABARD has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word 'Monitor' would include both singular and plural.

#### Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor/Agency/Service Provider 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge/determined by the Chairman of NABARD.

#### Section 10 - Other provisions

- (1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Regional Office of the Bank/Employer, i.e. Bhopal.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor/Agency/Service Provider is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.
- (6) In the event of any contradiction between the Integrity Pact and its Annexure, if any, the Clause in the Integrity Pact will prevail.

\_\_\_\_\_  
(For & On behalf of the Bank/Employer)

\_\_\_\_\_  
(For & on behalf of the Contractor/Agency  
Service Provider(s))

(Office Seal)

(Office Seal)

Place \_\_\_\_\_



**NABARD**

Date \_\_\_\_\_

Witness I:

Witness II:

Name and address(Name and Address

\_\_\_\_\_

\_\_\_\_\_

### **PRE-QUALIFICATION CRITERIA**

1. The Tenderer should have a minimum experience of five (05) years of working with nature of works as briefly mentioned below.
2. **Pest, Rodent & Termite Control works:** (1) All types of pest & rodent control works, treatment for mosquito & lizard nuisance, etc. under license from the Govt. Authorities for use of the pests, etc. (2) Chemical spraying / Gel Treatment inside the flats, (3) All types of anti-termite treatment works. (4) Fogging & Anti Larva Treatment
3. The Contractors who are registered with any Govt. / Semi-Govt. / Govt. Undertakings / Autonomous bodies / Corporate Sector and having experience of executing above types of works may apply with detailed certificates / credentials to the Chief General Manager, NABARD, DPSP, E-5, Arera Colony, Bittan Market, Ravishankar Nagar Post Box, Bhopal – 462016. The prescribed form can be downloaded from ‘Tenders’ page of our web site [www.nabard.org](http://www.nabard.org). & GeM
4. **The contractors should meet following qualification criteria:**

1. Minimum 3 years’ experience (as on 31.03.2023) in the field of Pest Control and Anti Termite treatment, fogging & Anti Larva Treatment AMC Contracts, which include all the activities as listed in point no. 1 and should have works carried out for Public Sector Undertakings (PSUs)/Banks/Govt. Office.

The annual turnover of the bidder during each of the last 3 years should be at least **Rs.3.30 Lakh**.

The Contractor should have done at least:

- Three similar completed works whose individual annual work value is costing not less than **Rupees 4.40 Lakh** for each work.
  - Two similar completed works whose individual annual work value is costing not less than **Rupees 5.50 Lakh** for each work.
  - One similar completed work whose individual annual work value is costing not less than **Rupees 8.80 Lakh** for each work.
2. Should have their own office within the city / suburban areas of Bhopal, Madhya Pradesh. If the contractor belongs to other city, a detailed write up on execution arrangements shall be submitted by the tenderer.
  3. Tender shall be accompanied by a copy of each of the documents like,
    - Articles of Association/Memorandum of Association/ partnership deed/ any other relevant document showing composition of the firm,
    - List of eligible works executed during last three (3) years,
    - PAN,
    - GSTN Registration



- Employee State Insurance Act registration,
- PF registration,
- Particulars of bankers & Bank account details.
- Details of work experience shall be supported by work orders and corresponding completion certificates.
- The client-wise names of similar work(s), year(s) of execution of work (s) awarded, and actual value of executed work(s), reasons for delay (if any), names and full contact details of the officers/ authorities/ departments under whom the work(s) was/were executed should be furnished in the prescribed format.
- Details of works on hand.
- Latest audited final accounts of the business of the contractor duly certified by a Chartered Accountant/certificate of turnover issued by a Chartered Accountant should be enclosed in proof of their credit worthiness and turnover for the last three years.

(If required, original certificates shall be produced for verification by the tenderer.)

5. The tenderers must have applicable Tax registrations (PAN, GSTN TIN, TAN, etc.) and also registration with Provident Fund, ESIC, etc., supported with documentary evidence and licenses, permissions, approvals issued by Labour enforcement and other statutory authorities, wherever applicable.
6. Tenderers should have a current bank account with a scheduled commercial bank.
7. NABARD reserves the right to verify any or all the documents furnished by the Tenderers with any authorities. NABARD also reserves the right to cancel any or all the applications without assigning any reason thereof.
8. Intending applicants are required to furnish details about their firm/organization, experience, competence, etc.
9. The application form should be signed by a person on behalf of the Firm/Organization, who is duly authorized to do so.
10. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed.
11. Applications containing false or inadequate information are liable for rejection and Bank reserves the right to blacklist those agencies.
12. The firms which do not fulfil prequalification criteria shall not be considered for selection and award of work.
13. The staff deployed by the firm at site should have adequate experience and knowledge in their respective works.

**Information on Pre-Qualification Criteria**

(To be submitted on Tenderer's own letterhead)

No. ....

Date : .....

To  
The Chief General Manager  
National Bank for Agriculture and Rural Development  
Madhya Pradesh Regional Office  
E-5, Areara Colony, Bittan Market  
Bhopal-462 016  
Madhya Pradesh

Dear Sir,

**Prequalification of contractors for Annual Maintenance Contract for Pest Control and Anti Termite Treatment, Rodent/Fogging & Anti Larva treatment at NABARD Madhya Pradesh Regional Office, E-5, Arera Colony, Bittan Market, Bhopal, Madhya Pradesh- 462 016 and 02 Colonies at A & C Sector, Shahpura for the period of 02 years (01/04/2024 to 31/03/2026)**

With reference to your letter no. \_\_\_\_\_ dated \_\_\_\_\_, I / We offer our services as AMC contractor for Pest Control and Anti Termite treatment, fogging & Anti Larva Treatment works in NABARD's Madhya Pradesh Regional Office Building, Bhopal.

We understand that you reserve the right to accept or reject any or all the tenders either in full or in part without assigning any reason therefor. We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of Price bid of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.

We understand that bids without the documents (enlisted in the Tender) duly signed and sealed, stands rejected and we not plead any relaxation in this regard.

We also agree to keep the earnest money valid during the entire period of validity of tender. All the desired information in the prescribed format i.e. format of technical bid, documents and certificates as required by you, are enclosed herewith for your perusal.

Thanking you.

Yours faithfully

(Signature of Authorized person on behalf of the Firm / Agency / Tenderer)

(Tenderer's Seal)

Place :

Date :

**Letter of Undertaking from the Contractor**

(To be submitted on Tenderer's own letterhead)

The Chief General Manager  
National Bank for Agriculture and Rural Development  
Madhya Pradesh Regional Office  
E-5 Arera Colony  
Bittan Market  
Bhopal  
Madhya Pradesh 462 016

**Annual Maintenance Contract for Pest Control and Anti Termite Treatment, Rodent/Fogging & Anti Larva treatment Works at NABARD Madhya Pradesh Regional Office, E-5, Arera Colony, Bittan Market, Bhopal 462 016 and 02 Colonies at A & C Sector, Shahpura for the period (01/04/2024 to 31/03/2026).**

1. I / We have examined the Scope of Works, Specifications and Schedule of Quantities and Terms and Conditions relating to the Tender for the said works after having obtained the Tender invited by you.
2. I / We have visited the premises/site, examined the scope of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.
3. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the item rates quoted by me / us in the attached Bill of Quantities in all respects as per the Specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.
4. I / We agree to deposit interest-free EMD along with tender by NEFT/RTGS in favour of NABARD.
5. I / We agree to deposit all taxes, levies, Cess etc., on account of services rendered by me to NABARD, to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
6. I/We agree to pay all Government (Central and State) Taxes such as Income Tax, Surcharge, Cess, GST, etc. and other taxes prevailing from time to time and the rates quoted by us are inclusive of the same. Rates are inclusive of all taxes and valid for the currency of the contract. Even if the contracts are extended, the terms and conditions will not be changed by us.
7. I /We further agree to pay any fine or statutory dues imposed by any statutory authority in the course of execution of subject contract, for which the tender is being submitted.
8. The rates quoted by me / us are firm and shall not be subjected to variations on account of fluctuation in the market rates or any other reasons whatsoever during

currency of the contract period (i.e. up to 31 March 2024) except only if the minimum wages/ESI/EPF are revised and contract rates are lower than the revised minimum wage rates or change of GST.

9. We hereby certify that all the statements made and information supplied in the tender document and accompanying statements are true and correct.
10. Should this Tender be accepted, I / we hereby agree to abide by and fulfill all the Terms and Conditions and Provisions of the Contract Document.
11. We have submitted all the requisite documents under respective parts (Technical and Price Bids) and if you find any document is missing/not submitted, the offer may be rejected.

Name of the person authorized to sign and submit the tender:

(I) \_\_\_\_\_

(II) \_\_\_\_\_

*(Documentary proof in respect of Letter of Authority/Power of Attorney to be enclosed along with the Tender).*

Yours faithfully

(Name and signature of the tenderer)

Place:

Date:

**Annexure-I**

**1. Previous Experience: Details of places where Pest Control and Anti Termite Rodent/Fogging and Anti Larvae treatment has been provided in the Government offices/ Public Sector Undertaking/ Banks etc.**

S. No	Name of the work and Location	Contract	
		From	To

**2. List of important ON HAND works costing Rs. 5.00 Lakh (per contract per annum) and above in the field of Pest Control Treatment Works. (Please attach extra sheets if required).**

S. No.	Name of the work And Location	Nature of Work	Name & full postal address of the owner. Also indicate whether Government or Semi-Govt. or Private body	Contract Amount (Rs)	Whether work was left incomplete or contract was terminated from either side? Give full details.	Any other relevant information
(1)	(2)	(3)	(4)	(5)	(6)	(7)

**CLIENT'S CERTIFICATE REGARDING PERFORMANCE OF  
CONTRACTOR**

Give details of the similar type of Pest Control Treatment AMC work (satisfying the requirements mentioned in the Tender notice) completed during the last three (03) years in the following Proforma (separate form of each work).

1. Name & address of the Client:
2. Details of Works executed by M/s:
3. Name of work with brief particulars:
4. Agreement No. and date:
5. Agreement/Contract amount:
6. Date of commencement of work:
7. Stipulated date of completion:
8. Actual date of completion:
9. Details of compensation levied for delay (indicate amount) if any:
10. Gross amount of the work completed and paid:
11. Name and address of the authority under whom works executed:
12. Whether the contractor employed qualified / experienced supervisor during execution of work?
13. Quality of work (indicate grading): Outstanding/Very Good/Good/Satisfactory/poor
14. Amt. of work paid on reduced rates, if any.
15. Did the contractor go for arbitration?
  - (i) If yes, total amount of claim:
  - (ii) Total amount awarded:
16. Comments on the capabilities of the contractor:
17. Technical proficiency: Outstanding/Very Good/ Good/Satisfactory/poor
18. Financial soundness: Outstanding/Very Good/ Good/Satisfactory/poor
19. Mobilization of manpower: Outstanding/Very Good/ Good/ Satisfactory/poor
20. General behaviour Outstanding/Very Good/ Good/Satisfactory/poor

Note: All columns should be filled in properly

Signature of Reporting Officer\* with Office seal

\*Officer of the rank of executive officer or equivalent

**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT**

**General Terms and Conditions**

**Annual Maintenance Contract for Pest Control Treatment AND Anti Termite Treatment, Rodent/Fogging and Anti Larva Treatment at NABARD's Madhya Pradesh Regional office Building and 02 Residential Colonies at Sector A & C located at Shahpura for the Period of 2 years from 01.04.2024 to 31.03.2026**

1. Tenderers are advised to visit the site/colony and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.
2. Quoted rates should be workable, reasonable and should include incidental and all overheads and profits. The Tenderers will furnish Rate Analysis for scrutiny of the rates by NABARD, if required.
3. Rates should include all Taxes, Duties, Octroi, Levies, GST etc., in accordance with various statutory enactments and should be firm for the entire Contract Period. **The increase in rates will be considered only on account of changes in tax structure/ rates like GST to the relevant extent.**
4. **Monthly/quarterly/half yearly** payments will be made in the case of AMCs based the Terms & Conditions bills submitted by the Contractor and certified by the concerned ACT/Site Supervisor to the effect that pest control works are carried out as per the scope of the work. The Contractor has to get the Signature of the Occupant/ ACT after completion of the respective works on the approved formats given for respective work and should submit all these with the bill.
5. Any discrepancy in settlement of bills may be brought to the notice of NABARD within a period of one month after the settlement of the Bills. NABARD will not entertain any claim regarding any dispute in settlement of the bills after the stipulated time.
6. All applicable statutory taxes like Income Tax, GST and other taxes, shall be deducted from total payment due to the Contractors. TDS will be deducted at sources, if any tax exemption is required, the copy of the exemption Certificate from IT Department may be submitted along with the tax invoice. The PAN and GST nos. may be indicated in the Tax Invoice being submitted to NABARD. The taxes will be deducted following Reverse Tax Mechanism wherever applicable.
7. All works, complaints / instructions given by the respective authorities covered under the Annual Maintenance Contract are to be attended on 24 hours. In case of delay in attending the work in time, NABARD will be at liberty to get the work done through any other agency and the cost therefor shall be recovered from the Contractor at the discretion of NABARD.

8. In addition to the normal schedule, the contractor has to carry out the similar works at same rates, as advised by the Bank, on requirement, if any. The periodicity indicated in price bid shall not be considered as a constraint by the Contractor.
9. In case of delay in attending the work in time, NABARD will be at liberty to get the work done through any other agency and the cost thereof shall be recovered from the Contractor at the discretion of NABARD.
10. The Contractor should have valid license relating to his Contract and the workmen employed by the Contractor should also have the valid license and experience in their trade. Contractors shall submit a copy of valid licenses for the same.
11. The rates quoted shall include cost of all tools and tackles, manpower cost including wages (including PF, ESI contribution Employee and Employer), liveries etc., taxes & duties (including all applicable taxes such as GST etc.), Insurance ( if any) etc. payable to the appropriate authority. No extra payment over and above the rate quoted shall be made to the contractor in this respect.
12. The contractor should comply with the requirements of latest Labour Laws and Minimum Wages Act, 1948 and its latest amendments, etc. Minimum wages of labour to be paid as per the latest applicable Central/ State minimum wages, Act.
13. **Insurance:** The contractor should take adequate insurance cover as per the extant rules/ acts for its Staff. In case the contractor fails to take necessary insurance cover, NABARD may obtain such insurance cover and adjust the amount from contractor's bills, deposits etc. without any recourse to the contractor.
14. **The Contractor should arrange to obtain necessary insurance cover (Workmen Compensation Policy),** for his employees at his cost and should be responsible for the safety of persons employed by him. The original Insurance Policy should be submitted to NABARD immediately after award of work.
15. The Contractor shall be fully responsible and shall indemnify NABARD with suitable Insurance cover in the event of any damage to men or material, injury/damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and/or his employees or workmen. The decision of NABARD in this regard shall be final and binding.
16. **The contractor shall pay the personnel deployed in NABARD premises, their wages in accordance with the Minimum Wages Act, 1948. The contractor shall also make PF contribution, ESI contribution and or any other statutory contribution in respect of the personnel deployed by them in NABARD.**
17. The contractor shall maintain necessary records/ registers for stock and consumption of materials, /chemicals/insecticides/ pesticides etc. as advised by the Bank.
18. Contractor shall take/provide all necessary precaution and preventions for safety of any human present while fogging, spray, gel/paste application etc.



19. The contractor will be responsible for timely payment to its personnel deployed in the premises and compliance of all statutory provisions relating to minimum wages, Provident Fund and Employees State Insurance etc. in respect of the persons deployed by them in NABARD. The Contractor shall be responsible to fulfill all the obligations in connection with workers employed by it for the purpose of the Contract and all the Statutory and other liabilities if any including minimum wages of Central/State Govt.(whichever is higher shall be applicable. The Contractor shall liaise with Labour Department of State Govt. and comply with all necessary regulations/instructions in this regard.
20. All the standard conditions of the Contract shall be binding on the parties as per Indian Contract Act and prevailing Rules.
21. The Contractor shall comply with all the applicable Acts, Rules, Regulations and Law(s) for entering into Maintenance Contract and the Bank will not in any way be liable or responsible for any default/irregularities/penalties on the Contractor's part.
22. The Contractor shall, for all intents and purposes, be the Employer" within the meaning of different Labour Legislations in respect of skilled and unskilled personnel so employed and deployed in NABARD and the manpower so employed and deployed in NABARD shall remain under the overall control and supervision of the contractor. The persons deployed by the Contractor in NABARD shall not have claims of Master and Servant relationship (implicitly or explicitly) between him/her/them and NABARD nor have any principal and agent relationship with or against the NABARD. The contractor's personnel shall not claim any benefit/compensation/ absorption/regularization of services under the provision of the Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
23. The Contractor shall comply with the provisions of Contract Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and States) that may be enforced from time to time by the Appropriate Authorities. NABARD shall not be responsible for any penalty on failure on the part of contractor to comply with any Labour Regulations. The contractor shall maintain attendance register of his staff employed at various colonies and wage register for payment (at least minimum wages as per Center or State Govt. whichever is higher shall be paid) with all records up to date as per the labour regulations. The contractor shall submit the monthly payment records to the staff employed by him. The contractor shall ensure that the payment is regularly credited to the bank account of the individual labour employed at Bank's premises and pay-slips for respective payments are duly issued regularly. NABARD may ask for past pay-slips and payment records to be submitted along with the monthly bill. In extraordinary case of wages being disbursed in cash, the same may be done in the presence of authorized representatives of NABARD as required as under relevant law.
24. The manpower deployed by the Contractor should be polite, cordial, positive and efficient, while handling the assigned work so that their actions promote goodwill and enhance the image of NABARD. Necessary grooming should be done by the contractor

before posting the staff at site. He shall also comply with the provisions of all labour legislations. Receipt of any complaint in this regard shall be viewed seriously.

25. The Contractor or his authorized representatives should visit the site as per requirement and meet NABARD's Officer with prior appointment for any clarifications and to receive instructions, take measurements etc. at the site.
26. The Contractor's workmen should report to ACT/Site Supervisor as per treatment schedules in the Price bid/ Bill of quantities. A register will be kept at site for the details of working days.
27. The workers/staff employed should wear colour codes uniforms displaying contractor firm's name. The Contractor should not employ any person who is prohibited by Law from being employed for fulfilling obligations under this contract. Any indecent behavior/suspicious activities of the staff employed, shall be viewed seriously and a suitable penalty shall be imposed on Contractor. The contractor is also required to submit the list of workers with photo ID, educational/ technical qualification, address proof etc. before deputing the workers. A register shall be maintained at site indicating number of persons deployed for each trade for the inspection by NABARD officials/ representative.
28. Any act of indiscipline/misconduct/theft/pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD in kind or cash will be viewed seriously and NABARD will have the right to levy damages or fine and/or even terminate the contract forthwith, if necessary.
29. In case of any default or failure on Contractor's part to comply with all/any one of the Terms/conditions, NABARD reserves the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount/s from dues otherwise payable to Contractor and/or by taking recourse to appropriate recovery proceedings. The contractor shall keep NABARD indemnified against all claims whatsoever in respect of the manpower deployed by it in NABARD. In case any employee of the Contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same. In case NABARD or its employee is made party and is supposed to contest the case, NABARD will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses which shall be paid in advance by the Contractor to NABARD or any person authorized by NABARD, on demand. Further, the contractor will ensure that no financial or any other liability comes to NABARD or its employee in this respect of any nature whatsoever and shall keep NABARD or any employee of NABARD indemnified in this respect.
  - (a) "Any dispute for difference whatsoever arising on any matter concerning this contract between the parties out of or relating to the services, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with Arbitration and Conciliation Act, 1996 or any modification thereof. The arbitration shall be conducted by sole Arbitrator

appointed by NABARD and the award made in pursuance thereof shall be binding on the parties.”

(b) The venue of the arbitration shall be at Bhopal.

(c) The language of arbitration shall be English.

(d) Work under the contract shall be continued by the contractor during the arbitration proceedings unless otherwise directed in writing by NABARD, unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained.

30. The Contractor should not at any time do, cause or permit any nuisance on the site/ do anything which shall cause unnecessary disturbances or inconvenience to the occupants/visitors at site or near the site of work.

31. The work should be carried out with minimum inconvenience to the occupants. The workmen employed by the contractor should abide by the Rules and Regulations maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants, etc.

32. The contractor shall promptly and timely obtain all such consents, permissions, approvals, licenses etc. as may be necessary or required, in accordance with this Tender. The Contractor should obtain approvals, if any, necessary for the work from the Statutory Bodies on behalf of the NABARD. The contractor shall assist the NABARD fully in respect of any liaison with the Municipal or any other Authority for necessary approval/ permission with regard to the maintenance works.

33. **Termination of agreement:** If the services of the contractor are not found to be satisfactory, the contractor will be given a notice, with a notice period of 30 days, to improve his services. If the contractor fails to improve his services within the Notice period, NABARD shall have the discretion to terminate the contractor either in part or in whole, on any day after the expiry of the said notice period if

(a) In the opinion of the Bank (which shall not be called in question by the contractor and shall be binding on the contractor) the contractor fails or refuses to implement this agreement to the Bank’s satisfaction and/ or

(b) The contractor commits a breach of any terms and conditions of this agreement and/or

(c) The contractor is adjudged an insolvent or a compromise is entered by him with his creditors or if distress or execution or other process is levied upon or receiver is appointed for any part of the assets or property of contractor and/or

(d) For any reason whatsoever, the contractor becomes disentitled in law to perform the obligations under this agreement and/or

- (e) There is any variation in the ownership/ partnership or management of the contractor or his business without the prior approval in writing of the Bank to such variation.
34. In the event of termination of this agreement for any reason whatsoever, the contractor/or persons employed by him or his agents shall not be entitled for any sum or sums whatsoever from the Bank by way of compensation, damages or otherwise.
35. In case the contractor desires to terminate the contract, he may do so by giving the Bank a notice period of **three months**.
36. The contractor shall provide necessary Tools & Plants, materials or any other equipment, materials, labour etc. and no payment in this regard will be made by NABARD. The Contractor shall not directly or indirectly transfer, assign or sublet the contract or any part of it, without written permission of NABARD. But he can engage various licensed agency/agencies for carrying out different works.
37. While submitting the bill for pest control services, the Contractors have to submit of having done the pest control services in Officers Colony & Staff Quarters along with detailed statements. Contractor will not link payments to his labours with settlement of his bill by NABARD.

The claims/ payments shall be reimbursed based on services viz. monthly/ quarterly/ half yearly/ yearly.

**Validity of Offer:** 90 days from the date of opening of Price Bids.

38. The successful bidder shall execute an agreement with NABARD at his cost on non-judicial stamp paper as per prevailing rates in accordance with the standard format enclosed (articles of agreement) within 14 days from the date of issue of work order failing which bidders EMD may stand forfeited.
39. Additional Terms and Conditions, Special Conditions, Safety Conditions as stated in attached sheets.

We/ I accept all the Terms and Conditions in all respects without any reservation.

Place:  
Date:

Signature of Tenderer:  
Name and Seal:  
Address:

## NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

### Instructions for filling the Tender

1. All the pages of the Tender Document shall be signed by the Tenderer.
2. NABARD takes no responsibility for delay / loss in post or non-receipt of Quotations / Tender Documents.

### Instructions for filling the Price bid

1. Quoted rates should be workable and reasonable and should include:
  - a. Payment to all the contract workers engaged by contractor as per minimum wages as notified by Labour Commissioner, GoI from time to time or State Government of Madhya Pradesh, whichever is higher. **The minimum wages must cover Central Government wage as indicated by Central Labor Commission or State Government of Madhya Pradesh, whichever is higher. TDS will be deducted as per guidelines.**
  - b. ESI & PF benefits (Employer's contribution towards ESI & PF). EPF/ ESI has to be paid to worker considering the base full amount of applicable minimum wages prescribed by the Labour Commissioner from time to time. Cost of equipment/machinery.
  - c. Allowance for maintenance of two sets of uniform.
  - d. Incidental expenses and all overheads and profits.
2. The contractor may be required to furnish **Rate Analysis**, along with the price-bid, for the rates quoted by him/her in this tender, if required.
3. The contractor is advised to visit the premises before quoting the rates and get all clarifications.
4. **The following procedure shall be followed in the event of multiple L1 bidders after opening of Price Bids:**

In case of multiple L1 bidders, the final selection of bidder is done by GeM through system logic.

5. **Preference shall be given to Public Sector Enterprises (PSEs), where quoted rates of PSEs are within 10% of the rates quoted by L1 bidder, other things being equal. Purchase preference may be granted to the Public Sector Enterprise at the lowest valid price bid.**
6. **Preference shall be given to MSE as per the guidelines of GeM.**
7. Rates shall have to be quoted in both words and figures
8. Signature of the authorized signatory of the contractor / Tenderer
9. Bids submitted by unauthorised agents and FAX / Telegraphic/Email bids shall not be entertained / considered.

10. The quoted amount should include all items pertaining to the Pest control Treatment works and all associated works and unless the same is done to the satisfaction of the P&SO/ACTs, the bill will not be accepted.
11. The rate should include the discount (if any) also. There is no question of extra payment above the quoted rate under any circumstance for the tender item. In case of any variation in quantity or value, the same will not be made a matter of dispute by the Bidder / Tenderer.
12. The Contractor shall make necessary arrangement for watch and ward of his materials at his own risk and cost.
13. If last date of receipt of Tender and opening date is any holiday, then submission and opening of Tenders / Quotations shall be shifted to next working day without change of time and venue.
14. The Tenderers should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / Deviational Tenders may be rejected without making any reference to the Tenderers.
15. The amount should be filled in the Tender neatly and no overwriting shall be made. Corrections, if any shall be authenticated by subscribing signature of the tenderer. The rates quoted should be written legibly in words and figures. If on check, differences are observed between the rates given by the Contractor in words and figures or in the amount worked out by him, the following procedure shall be followed:-
  - a) When there is a difference between the rates in figures and in words the rate that corresponds to the amounts worked out by the Contractor shall be taken as correct.
  - b) When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the Contractor in words shall be taken as correct.
  - c) When the rates quoted by the Contractor in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the Contractor shall be taken as correct and not the amount.
16. No advance shall be paid towards mobilisation and cost of materials.
17. NABARD will not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the contractor. No compensation shall be admissible for any loss suffered by the Contractor during the execution of the work. It shall be the Contractor's sole responsibility to protect NABARD's staff and his employees against accidents from any cause and he shall indemnify NABARD against any claims for damage on account of injury to person or property, resulting from any such accidents with necessary Insurance cover.
18. NABARD will not be under any liability to pay any compensation to the persons deployed by the contractor if they sustain any injury etc., while discharging the duties in the said premises. The contractor shall get them insured against any liability under the Employee Compensation Act or any accident at its own cost. The Contractor should take necessary Insurance cover at his cost for his persons employed at site. The contractor should arrange to obtain necessary insurance cover (Workmen compensation policy and Contractors All Risk Policy) for the work at his cost and should be responsible for the

safety of persons, employed by him. The Contractor shall be fully responsible and shall compensate NABARD with suitable Insurance cover in the event of any damage to men or material, injury/damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and/or his employees or workmen. The insurance policy may be obtained in the Contractor's name to the amount of at least 1.25 times of the tender amount and the original Insurance policy may be deposited in NABARD. In case, no insurance policy furnished before commencement of the work, NABARD will take the policy on behalf of the contractor and recover the amount of premium, interest on premium etc. from them. The decision of NABARD in this regard shall be final and binding. The insurance policy shall be work and site specific.

19. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor and if necessary, through suitable Insurance cover at his cost.
20. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force. The contractor undertakes from the date of allotment of tender, at all times and from time to time to remain solely responsible to defend NABARD and to hold and keep NABARD and its officers harmless and indemnified against all actions, costs, expenses, damages, claims, suits or demands, or any loss or liabilities of whatsoever nature arising directly or indirectly and also for and against all or any action whether by way of labour or legal proceedings or otherwise which may be brought against the NABARD by any of the person employed by contractor or any other authority, arising out of execution of the contract including claims for all damages, costs, charges, expenses which NABARD may incur in respect thereof
21. The Contractor shall monitor the on-going works or satisfactory completion of works or redressal of complaints through his staff.
22. Notwithstanding anything stated above, NABARD reserves the right to assess the Tenderer's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NABARD.
23. The decision of NABARD in awarding the work shall be final.
24. NABARD reserves the right to accept / negotiate / reject any Tender either in whole or in part without assigning any reasons therefor whatsoever and without entering into any further correspondence and hence, NABARD shall be under no obligation to accept the lowest or any other Tenders received in response to this Tender. The decision of NABARD in this regard shall be final and undisputable.
25. NABARD also reserves the right of supersession of any of the conditions stipulated in the Tender Document.

#### **DECLARATION BY THE CONTRACTOR**

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

(Signature of the Tenderer)

Name and Seal:

Address:

Place:

Date :



**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT**

**Annual Maintenance Contract for Pest Control and Anti Termite, Rodent/Fogging and Anti Larvae Treatment at NABARD MP Regional office and Residential Colonies ( Sector A & C) for a period of two years from 01.04.2024 to 31.03.2026.**

**Scope of Works and Specifications**

**Pest & Rodent Control Treatment/Chemical Spraying/ Gel Treatment/  
Fogging**

**Note:**

- Pest Control Works approved by WHO or approved by/ registered with concern Department of State Government and Central Insecticide Board of India.
- Copy of the Valid Pest Control Operators License issued by Department of Agriculture, Government of Madhya Pradesh may be enclosed.
- Contractor will submit the material Safety Data Sheet (MSDS) for all the gels/chemicals proposed to be used by them.
- Details of the properties are given in respective price bids (BoQs).

**General guidelines and scope of Work:**

1. Pest Control should aim at eradication of Cockroaches, Mosquitoes, Flies, Lizards, bedbugs, other bugs, insects and Beehive removal etc. through application of permitted insecticides/ pesticides as per Government of India and WHO NORMS.
2. The Contractor has to treat all the areas inside the building/ residential colonies, as necessary and/or as decided by NABARD for treatment of ants, mosquitoes, rodents, cockroaches, bedbugs, termites, spiders, silver fish, wasps, lizards and Beehive removal etc. so as to keep the premises free from pests. The further details are given in the site wise Price bids BoQs.
3. The Pest Control treatment in office areas/ residential colonies should cover all the places like under the tables, chairs, almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, Ducts, drains/ sewage/gutter Chambers, lift lobby, on all toilets drain ducts, on all pantry rooms, in all stores and any hidden space under the furniture and should leave no space unattended. Agencies must ensure that the pest control once done shall remain effective up to next pest control failing which it shall have to be done again without any extra cost.  
The treatment for ants, cockroaches, mosquitoes, bugs/bedbugs, spiders, silver fish, wasps, lizards, termites etc. inside the flats should be treated preferably with Gel treatment. The concentrated Mix of gel chemical with

water or any other solvent (like Biflex etc.) may be used wherever necessary inside the flats/ACT office, etc. Old Chemicals/ gel may be removed from the premises at the time of fresh treatment. The material composition of the Gel treatment shall not contain any banned chemicals which are harmful for human health.

Applying the Gel chemical inside the flats shall be done at strategic locations to get rid of all the household pests such as cockroaches, bugs/bedbugs, spiders, silver fish, wasps, termites, lizards etc. The date and time of pest control treatment may be decided after discussion with the occupant. The treatment in flats should be carried out in the most effective manner and in a hygienic way with best possible combination of spray/ gel leaving no room for complaints from the occupants. **Chemical sprays shall be used for mosquito Control.**

4. **Rodent Control:** Rodent controlling should be done as per the prescribe intervals (viz. monthly) or as per orders and instructions on the subject. The treatment should be done in such a way that it remains effective up to next pest control period failing which the same shall have to be done again without any cost.

Rodent Control treatment should be carried out by trapping, poison baits, fumigation, glue pads depending on the location in and around the premises to keep it free of rats. Rodent control should commence with strategic placement of bait and at suitable interval of time to bring the rodent population under control in Office & both Residential Colonies.

- Office areas: Traps.
- Substation, Cable routes- poison baits-glue pads.
- Outside: Traps.
- AHU/ducts/drain-poison bait.

Subsequently, periodic visits/treatments should be made by the Contractor to continue baiting as per the specification and keep constant vigil on rodent population. A separate register shall be maintained for the same to assess the effectiveness of the treatment.

5. **Pest/rodent control inside chambers:** Contractor has to spray chemicals inside the drains, damp areas, manholes, sewer lines, etc. regularly to destroy the cockroach and mosquito breeding.
6. Necessary pest control treatment should also be carried out in vacant flats in coordination with ACTs of the residential colony/ies.
7. The guest houses will be treated as and when required by the Bank. Periodicity may vary in case of guest houses, gymnasiums, dispensaries, etc. as per the requirements at site. After certification of ACT, extra amount as per the quoted rates shall be paid for number of extra treatments.

8. For treatment of White ants/termite, extra payment will be made by Bank as and when required. Rate could be provided.

9. **Fogging:** The fogging has to be done in the external areas for reducing the mosquito menace has to be done as and when necessary. Extra payment per treatment, but at the same rate quoted for the periodicity indicated in the tender shall be made in the whole offices areas/ colony. No different rates shall be paid for treatments. The area of fogging shall be in the Office building and Residential Complex as and where necessary as decided by NABARD. It will be carried out in the evening hours/ when the mosquitoes are active as & when required. Frequencies may change.

10. The flats and periodicity are given in Annexure-II

11. Beehive removal as & when required.

**12. Broad Specifications:**

Pest Management is an integrated approach to tackling a pest problem, which includes control (either physical or chemical) and prevention. The contractor should have knowledge and skills, along with the latest products and equipment, in order to provide effective solutions for pest control in our office and residential colonies. Knowledge of local and international Regulatory, Hygiene & Safety Standards and conforming to these, forms an integral part of Contractors responsibility.

High standard of pest control services shall be maintained by using ultramodern equipment and materials like the same are maintained at major Airports, 5-Star Hotels etc.

Safety is key when using various pesticides/ other products. Ensure that the workers wear appropriate protective clothing, rubber gloves, face masks, follow the directions on the label of any product, follow the instructions of the qualified pest Management Supervisor and ventilate the room when using strong chemicals. Use biocides safely. Always read the label and product information before use.

**13. Pesticide Regulation in India:**

The Insecticides Act, 1968 and Insecticides Rules, 1971 regulate the import, registration process, manufacture, sale, transport, distribution and use of insecticides ( pesticides) with a view to prevent risk to human beings or animals and for all connected matters, throughout India. All insecticides (pesticides) have to necessarily undergo the registration process with the Central Insecticides Board & Registration Committee (CIB & RC) before they can be made available for use or sale. Thus, technically all insecticides

(pesticides) in India are those substances that are listed in the “Schedule” of the Insecticides Act, 1968. The Registration Certificate mandates that a label be put on the packaging, which clearly indicates the nature of the insecticides (Agricultural or Household use), composition, active ingredient, target pest(s), recommended dosage, caution sign and safety precautions. Therefore, a pesticide labelled for agriculture should not be used in a household.

**14. Materials:**

All the pesticides, insecticides, rodent repellents, other required materials and equipment will be provided by the Contractor. Nothing will be provided by the Bank.

No products which are banned should be used by the Contractor and it will be the sole responsibility of the Contractor. All chemicals sprayed or gas generated out of spraying at the time of treatment shall not contain any banned chemicals which are harmful to human health.

**Quality:** Quality is the essence in these works and the best possible applications should be used in the flats. Ultimate objective will be the complete pest control treatment irrespective of the method of treatment. The quality of treatment/s shall not be sacrificed at any cost by the Contractor since it is a performance oriented contract.

**Annexure II**

**Nature of Work and Periodicity:**

**OFFICE BUILDING:-**

<b>S. No.</b>	<b>Particulars</b>	<b>Periodicity</b>	<b>Method, Chemicals &amp; Usage Bayer/ Soumitomo /Hindustan Unilever</b>
1	Pest Control including cockroach treatment in whole office including common area	Fortnightly	Water based deltamethrin/ alphacypermethrin/ betacy fluthin / cyphenothrin, emulsion spraying.  For cockroach treatment – Only Gel to be used. No spraying of chemicals.
2	Rodent Control	Fortnightly	Baiting by bromadialone cake and loose baiting
3	Fogging and Anti Larvae Treatment	As and when required	Cypermethrin

4	Removal of bee hive	As and when required	-
5	Anti-Termite Treatment	As and when required	Drilling the wall and applying suitable chemicals

**SECTOR A and C**

S.No.	Particulars	Periodicity	Method, Chemicals & Usage Buyer/ Soumitomo /Hindustan Unilever
1	Pest Control inside the flats and <b>common area including cockroach treatment</b> ( staircase, landings, verandahs, plinth, lawns, sewage chambers, garbage bins, gutter sewage pipes, area around the blocks and other peripheries of the staff quarters and area along the boundary of the colonies		
(a)	Occupied Flat	Monthly	Cypermethrin/ alphacypermethrin/ betacy fluthin / cyphenothrin , emulsion spraying  For cockroach treatment – Only Gel to be used. No spraying of chemicals.
(b)	Vacant Flats	Quarterly	
(c)	<b>Common Area</b>	Monthly	Deltamethrin / lambda cyhalothrin / propoxur
2	Rodent Control	Fortnightly	Baiting by bromadiolone cake and loose baiting
3	Fogging	Two times a week.	Cypermethrin
4	Anti-Larvae Treatment	As and when required	Cypermethrin
5	Removal of bee hive	As and when required	-
6	Anti-Termite Treatment	As and when required	Drilling the wall and applying suitable chemicals

**Instructions:**

1. Pest Control Treatment: Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room

which should be effective till next treatment falls due. The treatment shall aim to control household pests like cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitoes, termites, similar other crawling/flying insects and lizards etc. The treatment includes removal and disposal of old baits etc. complete.

2. Rodent Control Treatment: For controlling rats, mice and bandicoots at Bank's Office Building as well as residential colonies.
3. Fogging Treatment: Providing and executing the fogging treatment for mosquito and other flying insects- control for all open/ common areas etc. complete as directed by certifying officer.
4. **If treatment is not found effective, additional treatment at no extra cost will have to be carried out.**
5. The job card should get filled in and signed by the end users and should be enclosed with the bills for making payments.

**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT**

**SPECIAL CONDITIONS OF THE CONTRACT**

1. If a bidder / tenderer quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.
2. NABARD does not bind itself to accept abnormally low bids. The rates quoted by the tenderer/bidder should be able to demonstrate the capability of the tenderer/bidder to deliver the contract at the offered price. Abnormally low bids/rates will be subject to analysis by NABARD. If required, NABARD may call written clarification from bidder, including detailed price analysis of the bid price in relation to scope, schedule, allocation of risks and responsibilities and any other requirements of the bid document and tenderer/bidder shall have to furnish Rate Analysis for the scrutiny of rates by NABARD within stipulated time. NABARD reserves the right to reject the bid if bid is found to be abnormally low to deliver/perform the contract.
3. The appointed contractor is required to generate End of the Day (EoD) reports on status of works, labour deployed, etc. to the concerned officer of the Bank.
4. Contractor shall follow the prescribed formats/procedures for official documentation like registers, etc. as stipulated by NABARD from time to time.
5. Contractor shall maintain a proper Record/Register indicating reasons for not attending to any particular work time schedule, failing which penalty as per Bank's decision shall be levied.
6. The minimum nos. of labour and their duty hours and details of working days are mentioned in Annexure I. The same should be strictly followed.
7. **The responsibility of engaging and maintaining sanctioned strength of workers lies with the Contractor in view of timely attention and completion of the routine works within the given time frame.**
8. **Penalty clause:** In case of absence of workers (minimum specified in the BOQ), the amount will be deducted as below:

<b>Nature of work</b>	<b>Time of completion</b>	<b>Penalty for delay</b>
All items indicated in scope of works based on their periodicity	As given in scope of works	Rs. 500 per day per pending work

9. If the contractor fails to deploy the number of manpower as required under the agreement / tender and such absence of manpower in each category of workmen exceeds 15% or more of total man days in a month, then a penalty of **Rs. 650.00** per day shall be imposed on the contractor for all absent days including 15% of the absences during the month. The amount of penalty shall be adjusted from the

amount payable to the contractor and shall not be deducted by the contractor from the wages payable to the workmen.

10. **Additional Penalty:** If the contractor continues to fail to engage sufficient workers and does not show sufficient progress in attending to the works, NABARD may, after issuing written notices, levy additional penalty at its discretion, which will be recovered from the Contractor's bill.
11. In case of emergency work, no extra payment for working in odd hour will be made.
12. The property will be handed over to the Contractor for the AMC works on 'as is where is' basis and the contractor shall be required to carry out pending works at his cost and continue to ensure proper service to a reasonably satisfactory level.
13. NABARD shall have discretion to change the scope of work and deployment of number of manpower whenever required.

### **Declaration by the Contractor**

We / I have read and understood the Scope of Work and special terms and conditions for the Gardening AMC works in the entire Office premises and we / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects. Further, we / I also declare that no prohibitive things/banned chemicals will be used, which are harmful to human life.

Place:

Date:

Address:

(Signature of the Tenderer)

Name and Seal



**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT**

**SAFETY CODE**

1. The Contractor shall maintain in a readily accessible place **first aid** appliances including adequate supply of sterilised dressings and cotton wool.
2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalisation.
3. No portable single ladder shall be over 8 metres in length. The width between the side rails shall not be less than 30 cm. Clear and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
4. It is entirely the responsibility of the contractor to follow the safety procedures such as using safety belts, life lines, helmets, rubber gloves etc. depending upon the nature of works Contractor is free to approach NABARD for any suggestion in this regard. However any lapse in this regard will be viewed seriously.
5. A penalty of Rs. 1,000.00 shall be levied for violation of safety norms including non-use of personal protective equipment. A penalty of Rs. 2,000.00 shall be levied if violation is repeated.
6. Penal action will also be taken if the contractor's supervisors and workmen do not wear the uniforms and photo identity cards issued by the contractor and thus pose a security risk to the safety of the Bank's establishments, its officers and the families of its officers residing in flats. The decision of the Bank in all such cases attracting penalties shall be final and binding on the contractor.
7. An adequate insurance coverage shall be arranged by the contractor for all employees/workmen against accident & the Bank shall not be responsible for any liability arising out of any accident / injury caused to the employees/workmen while executing the work.

**Declaration by the Contractor**

We / I have read and understood the Safety code for the Gardening AMC works in the entire Office premises and we / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects.

Place:

Date:

Address:

(Signature of the Tenderer)

Name and Seal

**DRAFT ARTICLES OF AGREEMENT**

**On non-judicial stamp paper**

**(To be duly signed and submitted with the Part I [Technical Bid])  
AGREEMENT FOR ANNUAL MAINTENANCE CONTRACT**

This agreement is executed at ..... on this the ..... day of ..... 2024

**BY & BETWEEN**

**National Bank for Agriculture and Rural Development** (hereinafter referred to as 'Bank/NABARD'), a body corporate incorporated under the National Bank for Agriculture and Rural Development Act, 1981 having its Head Office at C-24, 'G' Block, Bandra-Kurla Complex, Bandra (East), Mumbai-400 051 and one of its Regional Offices at E-2 Arera Colony, Bittan Market, Ravishankar Nagar, Madhya Pradesh, Bhopal represented by its authorized signatory Shri ....., ..... (Designation), ..... (Department) which expression shall unless repugnant to the context or meaning thereof be deemed to include its administrators and permitted assigns on the ONE PART;

**AND**

..... **(Contractor's/Agency's/Service Provider's firm name)** (here in after referred to as 'Contractor/Agency/Service Provider'), a ..... registered under ..... carrying on ..... services and having its registered office at..... represented by its authorized signatory Shri ....., ..... (Designation) which expression shall unless repugnant to the context or meaning thereof be deemed to include its legal heirs, legal representatives, administrators and executors on the OTHER PART.

The parties above are individually referred to as 'party' and collectively as 'parties'.

**WHEREAS** the Bank is desirous of contracting the work of ..... (hereinafter referred to as the 'said work') situated at location specified in the scope of work and whereas the Contractor/Agency/Service Provider has offered to undertake the said work as per the scope of work and details indicated in the special instructions.

**AND WHEREAS** the Bank in consideration of the conditions and convents to be observed by the Contractor/Agency/Service Provider has agreed to permit the Contractor/Agency/Service Provider to carry out the said work as hereinafter set out.

**NOW, THE AGREEMENT WITNESS THAT IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES THAT:-**

- 1) The Bank hereby awards the said work for a period of ..... Years/months commencing from ..... and ending with ....., which period may be extended by the Bank in its absolute discretion subject to satisfactory performance of the Contractor and on same terms and conditions as of this contract.
- 2) The contract may be extended for further period/s after the expiry of the extended period as the parties mutually decide. The Bank shall, in that event, make a request in writing to the Agency/Service Provider one month prior to the expiry of the current contract/extended contract and upon such request, the Agency/Service Provider shall provide the services to Bank at the said premises, on the same terms and condition for a further specific period on the same terms and conditions as of this contract.
- 3) The compensation for provision of ..... services/work at ..... Shall comply with the Central/State Minimum wages (whichever is higher) as prescribed by the Government for work deployed at the premises by various category of staff.
- 4) The Scope of work and terms and conditions as enumerated in the tender is made part and parcel of this agreement and is binding on the parties. The Agency/Service provider/Contractor shall ensure that all items of work specified in the scope of work is attended to.
- 5) The Contractor shall comply with the municipal and other laws, obtain license/permission as required under the contract labor laws and may ensure that all statutory requirements like minimum wages, PF, ESIC, Insurance Cover etc. are provided to the staff deployed by them in Bank's premises. The Contractor shall indemnify and keep indemnified the Bank against any lapse on his part in non-compliance with the conditions or any other statutory requirements in connection with the assigned work.
- 6) The Agency/Service Provider shall keep NABARD indemnified against all claims whatsoever in respect of their staff deployed by them in NABARD. In case any employee of the Agency/Service Provider so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the Agency/Service Provider to contest the same. In case NABARD or its employee is made party and is supposed to contest the case, NABARD will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses which shall be paid in advance by the Agency/Service Provider to NABARD or any person authorized by NABARD. Further, the Agency/Service Provider will ensure that no financial or any other liability comes to NABARD or its employee in this respect of any nature whatsoever and shall keep NABARD or any employee of NABARD indemnified in this respect.

- 7) It will be the responsibility of the Agency/Service Provider to meet transportation, medical and any other requirements in respect of the persons deployed by them in NABARD and NABARD will have no liability in this regard.
- 8) The personnel deployed by the Agency/Service Provider should be polite, cordial, positive and efficient while handling the assigned work so that their actions promote goodwill and enhance the image of NABARD.
- 9) The Agency/Service Provider shall ensure proper conduct of its personnel in NABARD's premises, and enforce prohibition of consumption of alcohol, chewing paan/tobacco, smoking, loitering without work, etc.
- 10) The Agency/Service Provider shall be liable for all taxes, levies, Cess etc. on account of service rendered by them to NABARD and shall be solely responsible to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
- 11) In case any of documents furnished by the Agency/Service Provider is found to be false at any stage, it would be deemed to be a breach of terms of Contract making him/her/them liable for legal action besides termination of contract.
- 12) If the Agency/Service Provider becomes insolvent or found to have offered any bribe in connection with the contract or if there is any breach in the terms and condition of this contract then notwithstanding any previous waiver of such default or action being taken under any other clause hereof, NABARD may terminate the contract and forfeit the said performance security deposit and recover from the contractor any loss suffered by NABARD on account of the contract being terminated.
- 13) The Agency/Service Provider/Contractor shall not transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency without the prior written consent of NABARD.
- 14) The Agency/Service Provider/ Contractor shall provide the staff as per the BOQ of the tender document.
- 15) The Agency/Service Provider/ Contractor shall arrange to maintain NABARD RO premises in a clean and habitable condition.
- 16) The Agency/Service Provider/ Contractor shall make good to the Bank any loss on account of damages, breakages etc. due to any reason whatsoever except normal wear and tear.
- 17) The staff deployed by Agency/Service Provider/ Contractor shall maintain good conduct and shall not indulge in any arguments with the Officers and their family members and visiting guests in the premises/site.

- 18) The Agency/Service Provider/ Contractor shall keep and maintain, at a conspicuous place in premises a complaint/ suggestion register in which complaints and suggestions, if any, could be recorded and the same shall be open to inspection by the Chief General Manager or any other officers of the Bank so deputed by him. The Agency/Service Provider/ Contractor shall put up the complaint register once in a week on Monday mornings and if Monday were to be a public holiday or by any other reasons the Bank remains closed on any Monday the same shall be submitted on the next working day immediately following that day. The Chief General Manager will take action in respect of each complaint or suggestions as the case may be and the Agency/Service Provider/ Contractor shall be obliged to take remedial / rectification measures as instructed by the Chief General Manager.
- 19) The Agency/Service Provider/ Contractor should carry out the rotation of its deployed staff within the organization during the contract period.
- 20) The Agency/Service Provider/ Contractor shall, for all intents and purposes, be the “Employer” within the meaning of different Labour Legislations in respect of their staff so deployed in Bank and they shall remain under the overall control and supervision of the Agency/Service Provider. The persons deployed by the Agency/Service Provider in NABARD shall not have claims of Master and Servant relationship (implicitly or explicitly) between him/her/them with Bank. The Agency/Service Provider’s personnel shall not claim any benefit/ compensation /absorption /regularization of services under the provisions of the Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
- 21) In case of termination of this contract or on expiry of the agreement period or otherwise, the persons deployed by the Agency/Service Provider/ Contractor shall not be entitled to and will have no claim for any absorption nor for any relaxation.
- 22) The Agency/Service Provider/ Contractor shall be solely responsible for the redressal of grievances/resolution of disputes relating to person/s deployed in Bank. The Bank shall, in no way be responsible for settlement of such issues whatsoever.
- 23) NABARD shall not be responsible for any damages, losses, claims or injury to any person/s engaged by Agency/Service Provider/ Contractor in the course of their performing their functions/works and shall not be responsible for payment towards any compensation.
- 24) The person deployed by the Agency/Service Provider/ Contractor shall not have any claim or be entitled for pay, perks or other facilities admissible to casual, ad-hoc, regular /confirmed employees of NABARD during the currency or after expiry of the contract.
- 25) The Agency/Service Provider/ Contractor shall ensure that all items of work specified in the scope of work is attended to.

- 26) The Agency/Service Provider/ Contractor shall hand over peaceful possession of the premises and Dead Stock items provide by the Bank after completion of the Agreement period or on termination of the contract.
- 27) The Agreement shall stand automatically terminated in the event of insolvency, death or mental disorder of the Agency/Service Provider/ Contractor.
- 28) If the situation so warrants, the Chief General Manager shall be entitled to terminate this agreement without giving any prior notice and also without assigning any reason in writing.

In such case, the contractor shall not be entitled to any compensation in the event of such termination. However, in normal course, the Agreement may be terminated by either side by giving three months' notice.

- 29) If any dispute arises on any matter concerning this Agreement then the decision of NABARD shall be final and binding in respect of such dispute.
- 30) The reference to the Chief General Manager in this Agreement and the schedules hereto annexed shall mean the Chief General Manager of the Regional Office and shall include, in respect of any power exercisable by him or NABARD under this Agreement any other officer/s of the Bank designated by him in that behalf from time to time.
- 31) The Agreement shall be interpreted and have effect in accordance with the law of India.
- 32) The terms and conditions as enumerated in tender dated ..... is a part and parcel of this Agreement and shall be binding on the parties.
- 33) This agreement shall be executed in duplicate. The Bank shall retain the original and Agency/Service Provider/Contractor the duplicate. Stamp duty on original and duplicate shall be borne by the Agency/Service Provider/Contractor.

34) **Dispute Resolution.**

- i. All disputes and differences of any kind whatsoever, arising out of or in connection with this Agreement or in the discharge of any obligation arising under this Agreement shall be resolved amicably by the parties themselves.
- ii. In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then such unsettled dispute or difference shall be referred to Arbitration by a sole arbitrator mutually agreed by the parties in accordance with the Arbitration and Conciliation Act, 1996.
- iii. If no agreement is arrived at within 30 days from the date of notice as to who shall be the sole arbitrator, NABARD shall send to the Agency/Service Provider/Contractor a list of three names of persons who shall be presently unconnected with NABARD. Agency/Service Provider/Contractor shall on receipt

of the names as aforesaid, select any one of persons so named to be appointed as sole arbitrator and communicate his name to NABARD within 30 days of receipt of the names. NABARD shall thereupon without delay appoint the said person as the sole arbitrator.

- iv. If Agency/Service Provider/Contractor fails to select the person as sole arbitrator within 30 days of receipt of the panel and inform NABARD, then NABARD shall be entitled to appoint one of the persons from the panel as sole arbitrator and communicate his name to Agency/Service Provider/Contractor.
- v. If the person so appointed is unable or unwilling to act or refuses his appointment or vacates his office due to any reason whatsoever, another person shall be appointed by NABARD from the above list of persons. The Arbitration shall be governed by the provisions of the Arbitration and Conciliation Act, 1996.
- vi. The seat and venue of the arbitration shall be Bhopal. The courts in Madhya Pradesh shall have exclusive jurisdiction.
- vii. The award shall be final and binding on both the parties.

35) Work under the Agreement shall be continued by Agency/Service Provider/Contractor during the arbitration proceedings unless otherwise directed in writing by NABARD, unless the matter is such that the work cannot possibly be continued until the decision of the Arbitrator is obtained.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement as of the date first above written.

Signed, sealed and delivered by  
(NABARD) by the hands of it's duly  
authorized official Shri .....

In the presence of  
1.  
2.

Signed, sealed and delivered by  
Shri ..... (Agency/Service  
Provider/ Contractor)

In the presence of  
1.  
2.

**Format for Pest control works (Done through Specialised agency).**

**(To be submitted along with the bill)**

**Name of the Work : Annual Maintenance Contract for work of Pest, Rodent and Mosquito Control Works in \_\_\_\_\_ for the period from**

**Name of the Contractor : \_\_\_\_\_**

**Part - I :- Gel Treatment/chemical spraying.**

Providing and applying gel chemical as relevant, to get rid of all the household pests such as cockroaches, bugs, spiders, mosquitoes, silverfish, wasps, lizards etc., at strategic locations or wherever necessary inside the office building / residential flats with necessary concentrated mix of gel chemical with water or any other solvent as necessary. Old chemicals have been removed from the premises.

<b>Sr No.</b>	<b>Building &amp; Flat No.</b>	<b>Name of the Occupant</b>	<b>Signature of Occupant/ ACT/ CT</b>	<b>Date of Gel Treatment / spray work done.</b>

Signature of Contractor:

Signature of ACT:

Date:

Date:



**(Format for Completion of work to be submitted along with the bill)**

**Name of the Work : Annual Maintenance Contract for work of Pest and Anti Termite Treatment or Rodent/Fogging and Anti Larvae Treatment \_\_\_\_\_ residential colony, Bhopal**

**Monthly period of work : \_\_\_\_\_**

**Name of the Contractor : \_\_\_\_\_**

**Part – II:- Comprehensive Treatment (External Spray & Rodent control)**

1. Treated all the areas inside the Office building and Housing Complex, both from inside and outside the flats, as necessary or as decided by NABARD for treatment of mosquitoes, rodents, cockroaches, bugs, spiders, silver fish, wasps, lizards, etc. so as to keep the premises free from the above.
2. The rodent control treatment by trapping, poison baits, fumigation, etc. in and around the premises to keep it free of rats. If after treatment also, rodents are found, additional treatment carried out without any extra payment. Subsequently, periodic visits / treatments made to continue baiting as per the specification and keep constant vigil on rodent population.
3. Put necessary chemicals inside the drains, damp areas, manholes, sewer lines, etc. regularly to destroy the mosquito breeding, etc., as per BOQ for Comprehensive treatment.

Sr. No.	Details of locations and buildings where treatment has been carried out	Signature of ACT/ CT with Date
1	Building No.	
2		
3		
4	Open space & Manholes	
5		
6		

- 1.
- 2.
- 3.

**Signature of Contractor:**

**Date:**

(Format for Completion of work to be submitted along with the bill)

**Name of the Work: Annual Maintenance Contract for Comprehensive work of Pest and Anti Termite Treatment, Rodent /Fogging and Anti Larvae Treatment work in the \_\_\_\_\_residential colony/ office , Bhopal**

Period of work : \_\_\_\_\_

Name of the Contractor: \_\_\_\_\_

**Part - III B Fogging Treatment. ( On requirement basis )**

Fogging for mosquito control in the external areas but inside the office building / residential complex in and around each and every building, inside manholes, drains, damp areas and any other strategic areas as directed by NABARD with required chemical mixed with necessary solvent at required concentration etc. all complete.

Sr. No.	Locations of Fogging Treatment work done in Weekly/ Fortnight./ Monthly/ asinstructed by Bank	Signature of ACT/ CT with date
1	Buildings	
2		
3		
4		
	External Open space	
1		
2		
3		
4		

Signature of Contractor:

Date



**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT**

**Part- II (PRICE BID )**

**Annual Maintenance Contract for Pest Control Treatment at NABARD Madhya Pradesh Regional Office Building and NABARD Officers Colony at Sector A and Staff Colony at Sector C for the a period 01.04.2024 to 31.03.2026.**

**PREAMBLE**

**BILL OF QUANTITIES**

The Pest Control Treatment works are to be carried out at **NABARD Madhya Pradesh Regional Office Building and NABARD Officers Colony, Sector-A, Shahpura & NABARD Staff quarter, sector-C, Shahpura, Bhopal**

**Description of Property:**

- (i) **NABARD Madhya Pradesh Regional Office building** is having of G+5 floors and two basements and common areas.  
The usable Plot area is 2218.78 sq. meter as against the overall Built-up area of 5820.00 sq. meter. The details of the approximate areas in common areas may be ascertained from site before quoting the rates for the treatments.
- (ii) **NABARD Officers Colony, Sector “A”, Shahpura, Bhopal:** Senior Officers Bungalows: (04), 2 BHK- (96 flats) and common areas. Plot area is 20239.10 sq. meter as against the overall Built-up area of 10481.04 sq. meter
- (iii) **NABARD Staff quarters, Sector “C”- Shahpura, Bhopal:** Total 05 Blocks: 2 BHK- (40 flats) and common areas. Plot area is 12141.90 sq. meter as against the overall Built-up area of 4760.59 sq. meter

The minor increase and decrease in the area of treatment may take place during the year and no extra payment will be made in this regard.

The tenderer is advised to quote the rates with due provisions as necessary, based on the scope of works and specification/description of items as well as terms and conditions contained in the Tender Document.

Kindly note that Rates are to be quoted for a month/quarter as indicated in BoQ.

**Note:** Some of the treatments are to be done every month, etc. However, the bill will be paid once in a quarter for services rendered in three months

<b>S. No.</b>	<b>Particulars</b>	<b>Periodicity</b>	<b>Details of flat occupied/vacant</b>	<b>Rate</b>	<b>Total Amount for 1 year</b>
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1	Pest Control including cockroach treatment in whole office including common area	Fortnightly			
2	Rodent Control	Fortnightly			
3	Fogging and Anti Larvae Treatment	As and when required			
4	Removal of bee hive	As and when required			
5	Anti-Termite Treatment	As and when required			

S. No.	Particulars	Periodicity	Details of flat occupied/vacant	Rate	Total Amount for 1 year
(a)	Occupied Flat	Monthly			
(b)	Vacant Flats	Quarterly			
(c)	<b>Common Area</b>	Monthly			
2	Rodent Control	Fortnightly			
3	Fogging	Two times a week.			
4	Anti-Larvae Treatment	As and when required			
5	Removal of bee hive	As and when required	-		



6	Anti-Termite Treatment	As and when required	Drilling the wall and applying suitable chemicals		
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Note:

1. Rates are to be quoted inclusive of cost of all materials, tools and tackles, materials/chemicals/insecticides/pesticides in addition to the manpower cost (wages, liveries, insurance, etc.) and also all prevailing taxes, levies like service tax, vat, octroi, etc. and as per scope of work & BOQ and after visiting the site. **No escalation or increase in the rates will be given during the Contract period in respect of any pest control works. The contractor should take into account all the anticipated increases in rates, taxes, etc. while quoting the rates. The increase in rates will be considered only on account of changes in tax structure/rates like GST relevant to extent on pest control services.**
2. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.
3. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered.
4. The manpower deployed at site should be well experienced. Before deployment of staff, their bio-data/ competence shall be verified by the Bank's Officer/ designated official in the beginning of AMC as well as changing the staff/ labour.
5. The contractor should have a valid license for the works.
6. The contractor has to give satisfactory services for all works of AMC and bank reserves right to remove/delete any particular work from the awarded AMC.
7. The contractor has to submit one quarterly bill, as the case may be. The payment shall be done only for the number of flats / works that have been carried out and after obtaining signatures of the occupants / ACTs. No payment will be done if the works is not carried out in a flat for any reason/s.
8. The contractor will comply with Labour Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.

Accepted all terms & conditions of technical & financial bid

**Place :**

**Date :**

**(Signature of the Tenderer)**

**Address:**

Name and Seal

