

**GOVT OF NCT OF DELHI
OFFICE OF THE MEDICAL SUPERINTENDENT
ARUNA ASAF ALI GOVT HOSPITAL
5, RAJPUR ROAD, DELHI-110054**

No. E-13013/1/2015/AAAGH/Misc-PestControl/

Dated:

**LIMITED TENDER ENQUIRY
FOR RODENT CONTROL SERVICES IN AAAGH**

EMD in form of FDR : Nil

Start date of issue of Tender : 31.12.2015

Last date for submission of Tender : 08.01.2016 Upto 1.00P.M.

Tender opening date & Time : 08.01.2016 at 2.00P.M.

Tender opening Venue : Room No.101, Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54

Sealed quotations are invited for Rodent Control Services in AAAGH

The tender forms with detailed Terms and Conditions shall be available on Delhi Govt. website at https://delhi.gov.in/wps/wcm/connect/doi_aruna/aruna_hospital/home/tenders and <http://delhi.gov.in/wps/wcm/connect/doi/Delhi+Govt/Delhi+Home/Tenders> . The same can be downloaded from the website free of cost. Firms may contact the office of Purchase officer for additional information/any clarification. In case, any holiday is declared by the Government on the day of opening of the Tender/Bids, the same will be opened on the next working day at the same time. Corrigendum if any in R/O this tender shall only be uploaded at the above website and will not be advertised in the news paper, the bidders are therefore advised to keep themselves updated for any corrigendum.

The tender form, completed in all aspects duly signed by Tenderer/ Authorized person with stamp of the firm on each page should be put in tender box placed in the Room No. 102, AAAGH, 5-Rajpur Road, Delhi-54 before 08.01.2016 Upto 1.00 P.M., Late tenders will not be accepted. Tender will be opened on 08.01.2016 at 2.00 P.M. by tender opening committee in the Room of Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54 in the presence of tenderers or their authorized representatives who may wish to be present on that day & time.

The M.S., AAAGH, 5-Rajpur Road, Delhi-54, reserves the right to accept or reject the tender without assigning any reason thereof.

**Medical Superintendent
Aruna Asaf Ali Govt. Hospital**

PROCEDURE OF SUBMITTING TENDER DOCUMENT

Tenderers should strictly follow the instructions given below:

1. The tender is required to be prepared in one sealed envelope super-scribed with **LTE for Rodent Control Services in AAAGH**, Date of Opening, Name and Address of the Tenderer, containing two sealed envelopes i.e. One for Technical Bid & second for Price Bid.
2. **TECHNICAL BID:** The envelop should be super-scribed as “Technical Bid” for **LTE for Rodent Control Services in AAAGH** and should contain –
 - a. Covering Letter on letter head of Firm which should clearly indicates the number of enclosures.
 - b. Duly filled original tender form, signed on each page with seal of firm.
 - c. Identity Proof of Proprietor/ Authorized Person of the firm.
 - d. PAN No. to be quoted along with copy of supporting document.
 - e. VAT/ Sales Tax Registration Number (photocopy to be submitted).
 - f. Duly signed Undertaking as per Annexure-I.
 - g. License for Pest/Rodent Control Services (photocopy to be submitted)
 - h. The bidder shall have an experience of at least 2 years or more in this field. The bidder should submit a performance certificate from any Govt. Departments or PSUs (Minimum one year experience in one Govt. Deptt./PSU). The bids received without prescribed performance certificate shall be rejected.
3. **PRIC BID :** The envelop should be super-scribed as “Price Bid” for **LTE for Rodent Control Services in AAAGH** and should contain:
 - a. Duly filled prescribed schedule as per Annexure-II, to quote the rates and it must be signed by the tenderer with stamp of the agency, otherwise the tender will liable to be rejected.
 - b. Conditional Price Bid will be rejected.

TENDER OPENING PROCEDURE

1. **The tender will be opened in two phases:**

Phase I: For Technical Bid: Tender will open on mentioned scheduled date & time by tender opening committee in the Room of Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54 in presence of tenderers or their authorized representatives. The tenderers who emerge successful in technical bid will only be considered for the opening of Price Bid. Date & time for opening the price bid will be intimated.

Phase II: For Price Bid: It will be opened in the Room of Medical Superintendent, AAAGH, 5- Rajpur Road, Delhi-54 in the presence of tenderers or their authorized representatives who may wish to be present.

The ranking of tenderers shall be decided on the basis of L1 (Lowest bidder) will be considered for award of tender.

SCOPE OF WORK FOR RODENT CONTROL

1. The areas to be covered under the rodent control will include the entire buildings as well as its surroundings in the entire campus including drainage system in order to control rodents at their habitats / breeding areas, as well the details of which are given in the Annexure-II of Rodent Control Services enclosed herewith and separate rates may be quoted in respect of each item of work.
2. **Tenderers are requested to do inspection of work, before filing the tender.**
3. Agencies must ensure that the rodent control once done shall remain effective up to next rodent control, failing which it shall have to be done again without any cost.
4. The pesticides, etc. used for rodent control, should not have adverse impacts on human health.

VALIDITY OF THE CONTRACT

The period of contract shall be for a **period of one year** from the date of start of contract. However, the contract may be extended for a further period of one year on satisfactory performance of work and terms & condition.

PERFORMANCE SECURITY

1. Successful tenderer has to submit a Performance Security in the form of Fixed Deposit Receipt (FDR) @10% of the total value within 02 working days. After receiving the performance security from the successful tenderer, the work order will be issued.
2. The validity period of Performance Security deposit should be for a period of 2 & ½ years or the period for contract whichever is later.
3. Performance Security will be discharged after satisfactory completion of the contract.

PENALTY CLAUSE

1. If the contractor fails or neglects any of his obligations under the contract, Medical Superintendent reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.
2. In the event of any breach/ violation of the conditions of the contract, performance security is liable to be forfeited.

PAYMENT

1. Payment to the successful bidder shall be released **on Quarterly basis on submission of Log Book with verification of work done by concerned departments/Incharges for the services rendered in the particular quarter** along with the bills in triplicate.
2. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India instructions issued from time to time.

TERMS AND CONDITIONS

1. Incomplete tenders are liable to be canceled.
2. No verbal or written inquiry will be entertained in respect of acceptance or rejection of tender.
3. The Firm on allotment of the contract shall sign the contract on the acceptance of rates quoted by it and on the terms and conditions agreed upon by it within 05 days from the date of intimation letter sent to it.
4. The service under contract should commence from the date of contract comes into force.
5. In case the firm express its inability to render the service from the stipulated date and requests for extension in the date for commencement of service, the Medical Superintendent has right to impose penalty i.e. 2% of amount of total contract for the first extension for a month or part thereof, secondly 3% of the amount of the total contract for the second extension of another one month and part thereof.
6. In the event of non-commencement of the service in the stipulated date and period of the AMC or non-satisfactory service during the period of AMC the medical Superintendent will have right to impose penalty as deemed fit after taking service of the alternative firm at the firm cost and risk or may cancel the entire process and go for fresh LTE by calling quotation and may forfeit in full or part thereof at his discretion. His decision in this regard shall be final and binding.
7. The firm will provide the service by the qualified professional teams.
8. The agency shall be responsible to arrange at its own cost all necessary tools and appliances required for execution of the work.
9. The agency shall take all safety precautions in connection with Rodent Control Services as per Standard of Govt. Guidelines with due regard to chemical and fire hazard and they shall be held responsible and liable for any laxity or damage in this regard.
10. The agency will be responsible for any damage of any equipment / instrument / Human hazard by the rodents during the contract and the loss will be borne by the agency.
11. The firm should inform regarding the nature and possible hazards of pesticides / chemicals used for control of rodents as well as the safety measures on this account. (Copy of Standard Warning Booklet, if any should be submitted along with quotations).

12. The firm will **arrange weekly visits (preventive measure)** and on emergency calls without any extra payment. Default in providing service will be penalized @ Rs. 500/- per non-visit.
13. The decision of expert committee constituted by the Medical Superintendent, AAAGH regarding approval of the rates of item will be final.
14. The Medical Superintendent, AAAGH, GNCT of Delhi has the full and exclusive right to accept or reject any or all the tender without assigning any reason.

**Medical Superintendent
Aruna Asaf Ali Govt. Hospital**

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UNDERTAKING

I have read all the term and conditions laid down in tender documents and I will abide by them. In future also, if any directions will be given by the M.S., AAAGH, will be followed and is further added that no criminal case is pending against me and my firm had not black listed from any Government/ Semi-Government Organization. I will be fully responsible for the quality of the items supplied/ service provided by me.

Signature of Authorized Signatory: _____

Name : _____

Address : _____

Telephone No : _____

Fax Number : _____

E-Mail : _____

Date : _____

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ORIGINAL PRICE BID

**LIMITED TENDER ENQUIRY
FOR RODENT CONTROL SERVICES IN AAAGH**

S.NO.	AREA SPECIFICATION OF WORK	BID PRICE (RS.) IN FIGURE (Exclusive of taxes)	BID PRICE (RS.) IN WORDS (Exclusive of taxes)
1.	Basement of the Hospital, Surgical Store, General Store, Major OT & ICU, Casualty, Minor OT & all OPD Rooms, Kitchen, Medicine Store, Blood Bank Storage, Pathology, Radiology and all wards and other storage of the hospital, Eye OPD, Swine Flu Room, Condemnation room, CSSD, EOT and whole campus of the hospital Poor House (Kingsway Camp) Subji Mandi Mortuary	Rs.	

Note: The areas to be covered under the rodent control will include the entire buildings as well as its surroundings in the entire campus including drainage system in order to control rodent at their habitats / breeding areas.

Signature of Authorized Tenderer

Name of Authorized Tenderer

Name & Address of Firm

Telephone No.

**GOVT. OF NCT OF DELHI
OFFICE OF THE MEDICAL SUPERINTENENT
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5-RAJPUR ROAD, DELHI-110054.**

TENDER FORM

1	Name of the Tenderer	
2	Registered Address of the company: (Address, tel, fax, e-mail, website)	
3	PAN NUMBER of the tenderer	
4	VAT Registration No	
5	Office Address E-mail	
6	Contact Person: Designation Mobile Phone No Telephone No Fax No e-mail	

Date:

Signature of Authorized signatory

Name:

Office Seal