



Fair Competition
For Greater Good

Competition Commission of India

Hindustan Times House, 3rd Floor,
18-20, Kasturba Gandhi Marg, New Delhi - 110 001

Tel: 011-23473600 Fax: 011-23704686

D-31013/1/2014-CSD (31-A)


Date: 08 April, 2016

Notice inviting tender for Providing of Pest Control Service.

The Competition Commission of India (CCI) intends to hire an agency for providing Pest Control Service in its office in Hindustan Times (HT) House, K G Marg, New Delhi-110001 and O/o Director General, CCI, HUDCO Vishala, Bhikaji Cama Place, R K Puram, New Delhi-110066. The terms and conditions relating to award of the contract have been indicated in Annexure-A. Agencies with minimum 3 years experience for similar works in reputed organizations may apply. An EMD of Rs. 5,000/- (Rupees Five thousand only) in the form of Demand Draft/Pay Order in favour of Competition Commission of India (Competition Fund) A/c payable at New Delhi must be attached. Interested agencies must enclose the details of firms as per Annexure-B and Demand Draft towards EMD amount. The financial bid shall be submitted in the Annexure-C.

The tender is a Two Bid system and the interested agencies are required to submit their tender in two separate envelopes in the manner explained at Para 13 of this tender notice. **Sealed tenders complete in all respect must be submitted latest by 29. 04. 2016 upto 03.00 PM** in the Tender Box placed at the Reception of CCI (3rd floor) at H.T. House, 18-20, K.G Marg, New Delhi - 110001. The Technical Bids shall be opened on the same day at 03.30 PM. The date and time of opening of Financial Bids will be informed after evaluating the Technical Bids by the Committee appointed for this purpose. The Financial Bids of only those firm(s) shall be opened who qualify the eligibility criteria of 'Technical Bids' as stipulated in the tender document. Incomplete & conditional tenders and tenders received without EMD shall be summarily rejected. The CCI reserves the right to reject any or all the tenders without assigning any reason thereof.

A Pre Bid Meeting will be held at 1600 Hrs on **25. 04. 2016** in Room No.375 (3rd Floor), HT House, KG Marg, New Delhi with a view to familiarise the prospective firms with the requirement of the office/scope of work and also to answer queries.


(Ashok Chakrapani)
Deputy Director (CS)

Terms and Conditions

1. Last Date & Time of Receipt of Tender: 29.04.2016 at 15:00 hrs.
2. Date & Time of Opening of bids: 29.04.2016 at 15:30 hrs.
3. Date & Time of Pre-bid meeting: 25.04.2016 at 16:00 hrs.
4. Place of Submission & Opening of Bids: Reception of CCI (3rd Floor)
Hindustan Times House, 18-20
Kasturba Gandhi Marg
New Delhi - 110001
5. Eligibility Conditions:
 - (i) The firm should have an office in Delhi/NCR.
 - (ii) The agency/firm should have experience of at least 3 years in the relevant field and enclose proof of having worked with reputed organizations/department of Govt. of India/PSU/Statutory Bodies.
 - (iii) The Agency/Firm should be registered under Service Tax Registration/TIN/VAT Registration (Copy to be attached)
 - (iv) Details of current and previous clients along with details of contact persons, Telephone numbers are to be submitted by the Agency/Firm.
 - (v) The firm should have valid license issued by the Govt of NCT of Delhi for stock and use of permissible insecticide for commercial pest control operation.
 - (vi) The firm should have an annual turnover of Rs.5 lakh during the last three Financial years.
6. Scope of work:
 - (i) CCI is functioning at 4 Floors of HT House (3rd, 4th, 7th& 11th), having total area of 52750 Sqft and DG, CCI functioning in ground, 1st, 2nd and 3rd floors of HUDCO Vishala at Bhikaji Cama Place, having total area of 23000 Sqft.
 - (ii) The responsibility of the agency/firm is to provide pest control services to the abovementioned premises including general pest control anti rodent/anti termite which means eradication of cockroaches, mosquitoes, flies, lizards and rats etc. through permitted insecticides as per Government of India and WHO norms.
 - (iii) The pest control should cover all the places like spray under the tables, chairs, almirahs on and around the pile of files, on wooden furnitures, on false ceilings, behind venetian blinds, on all staircases, on lift lobby, on all toilets, drain ducts, on all pantry rooms, in all stores, any hidden space or as and directed by CCI.
 - (iv) Rodent controlling should be carried out as per order and instructions on the subject.
 - (v) The pest control exercise should be undertaken on weekly basis on Saturday/Sunday or any other day as required by CCI. The agency must ensure that pest control once done shall remain effective up to next exercise, failing which it shall have to be done again without any additional cost.

7. Earnest Money Deposit (EMD): The bidder shall furnish an amount of Rs.5,000/- (Rupees Five thousand only) by way of Demand Draft drawn in favour of "Competition Commission of India (Competition Fund) Account" payable at New Delhi. The EMD of the unsuccessful bidder will be returned subsequent to the award of the contract to the successful bidder. The EMD of the successful bidder will be returned on submission of performance guarantee.
8. Performance Guarantee: The agency selected for the work shall deposit a performance guarantee equivalent to 10% of the total value of the work in the form of the Bank Guarantee issued by a nationalized bank. The performance guarantee shall be valid at least for a period of three months beyond the contract period. The performance guarantee will be released by CCI after the contract period is over and without interest, subject to the conditions that no losses are incurred to the CCI due to Firm/Company or their employees and no statutory dues on account of service to CCI pending against the agency/firm.
9. Validity of the Contract: The contract will be awarded for a period of one year initially. However, on the basis of performance of the agency, it can be renewed for further period of one or more years, solely at the discretion of CCI on mutually agreeable terms. The contract either in full or in part shall not be sublet or assigned under any circumstances.
10. The contract may be terminated at one month's notice by the Competition Commission of India if any of the stipulated conditions agreed upon by the selected agency is not met to the satisfaction of CCI or even without assigning any reason thereof by the CCI. In case of termination/ withdrawal of service within the contract period by the agency, three months prior notice must be given by the agency.
11. Payment Schedule: Payment to the agency will be made on quarterly basis. The agency/firm has to submit bills alongwith worksheet/Log Book duly signed by the CCI Staff detailed for duty on the day of pest control exercise to CS Division.
12. Responsibility of the Agency/Firm:
 - (i) Tenders should be filled with neat, legible and correct entries both in figure as well as in words. Alteration, erasers and indistinct figures should be avoided. Any correction in the quoted words by the tenderers shall be made in ink only and shall be signed by the tenderer/authorised person.
 - (ii) The submission of tender by a tenderer implies that he had read this notice and the Terms and Conditions of the contract and has made himself/herself aware of the scope and specifications of the work to be done and of the local conditions of the work place.
 - (iii) Tender must be submitted on the Tender documents issued by CCI/downloaded from the website of CCI. Intimation of tender by FAX/e-mail is not acceptable.
 - (iv) The agency/firm shall take necessary safety measures and it will be solely responsible for the safety of personnel engaged for carrying out for pest control exercise. CCI will not be responsible for any loss of life/injury to the personnel or any third person caused during performance of the duty by the personnel engaged by the firm. Compensation/expenditure on treatment on such loss of life/injury will be the sole responsibility of the agency.

13. Submission of Tender:

- (i) The technical bid as per the format prescribed in Annexure B and Financial Bid in the format as prescribed in the Annexure C must be submitted in separate covers. The cover containing financial bid must be sealed.
 - (ii) Both the covers of financial bid and technical bid alongwith EMD are to be put in a single big envelope superscribed with "Tender for Pest Control Service' and must be dropped in the Tender Box kept at the Reception of CCI at Hindustan Times House (3rd Floor) by 15 Hrs on 29.04.2016.
 - (iii) A pre-bid meeting will be held on 25.04.2016 at 16.00 hrs by Deputy Director (CS). The interested bidders may attend the pre-bid meeting in the O/o CCI at 3rd Floor, Hindustan Times House, KG Marg, New Delhi - 100001.
 - (iv) Financial bids of only those bidders whose technical bids are acceptable/qualified will be opened.
 - (v) Late/delayed submitted tenders due to any reason, whatsoever will not be accepted/considered, at all under any circumstances.
 - (vi) The tender shall remain open for acceptance for a period of 90 (Ninety) days from the last date of submission of tenders.
14. CCI does not bind itself to accept the lower-bid or to give any reasons for its decisions. The CCI reserves the right to reject any or all of the tenders received without assigning any reason thereof.
15. In case of any dispute, CCI shall have the right to appoint an Arbitrator whose decision shall be final & binding on both the parties.
16. CCI reserves the right to cancel/withdraw the present tender at any stage without assigning any reason thereof.
17. Penalty: In the event of non attending/carrying out the work as per the workorder/communication by CCI, a penalty of Rs.200/- per day of default shall be imposed.
18. Financial Capability: The firm should have an annual turnover of Rs. 5 lakh during the last three financial years. Balance Sheet or Profit/Loss account or Income Tax Return or Certificate from Chartered Accountant on this regard is to be submitted.

Read and understood the terms & conditions above:

(Signature of the authorized person)
With complete address and seal

**DETAILS OF THE FIRMS SUBMITTING TENDER
(Technical Bid)**

Last date & time of submission: 29.04 .2016 Upto 3:00 PM

Name of work : Tender for providing Pest Control Service

Sl. No.	Particulars	Information/ document submitted by the bidder
1.	Name of the Agency	
2.	Office/Company Address and Tel. No.	
3.	Name(s) of the Proprietor/ Contact Person with Te./Fax/Mob No.,	
4.	Annual Turn Over (Copy of Balance Sheet or Profit and Loss account or Income Tax Return or Certificate from Chartered Accountant is to be attached)	
5.	Service Tax/TIN/VAT/PAN No. (with documentary proof to be attached)	
6.	Past Experience of Pest Control Work in Govt. Departments/ PSUs/ Autonomous Bodies/ Reputed Private Firms. (Documentary proof to be attached)	
7.	Certificate regarding non-blacklisting of the firm by any Govt. Department/PSUs/ Autonomous Organization etc. (To be furnished on the letter head of the bidding organization).	
8.	Copy of Valid license to stock and use of permissible insecticide for commercial pest control operation	
9.	List of customers along with the details of contact person, address, Tel No. FAX	
10.	Particulars of Demand Drafts annexed as Earnest Money	Amount : DD No. : Issuing Bank with date of issue :

(Signature of the authorised signatory)

With complete address and seal

Tel. No. :

Mobile No.:

Place :

Date :

FINANCIAL BIDLast date & time of submission: 29 .04 .2016 Upto 3:00 PMName of work : Tender for providing Pest Control Service

Sl No	Location	Monthly Rate for Pest Control (Inclusive of Rodent Control)	
		Rs. In Figures	Rs.in Words
1.	Competition Commission of India Hindustan Times House, 18-20, Kasturba Gandhi Marg, New Delhi - 110001		
2.	HudcoVishala B- Wing, 14, Bhikaji Cama Place New Delhi - 110066		
	Total		

Note: Taxes should be quoted separately

I have physically inspected the premises and understand the volume of work and I agree to the terms and conditions prescribed in the tender notice.

Signature of authorised signatory

Name:

Seal:

Dated:

Place: