

No. 19/10/2010-Adm.III
GOVERNMENT OF INDIA

Ministry of Power
(Adm.III Section)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, the 10th August, 2010

To,

As per List

Sub:- Quotation for 'Annual Maintenance Contract' for General Pest Control, Rodent and Termite control in the office premises of the Ministry of Power located at Shram Shakti Bhawan and Nirman Bhawan - reg.

Sir,

Sealed, quotations are invited from registered/ reputed firms for award of comprehensive maintenance contract for General Pest Control, Rodent and Termite control in all the rooms pertaining to Ministry of Power house in Shram Shakti Bhawan and Nirman Bhawan.

2. There are around 45 rooms which includes Chambers of Hon'ble Ministers and Senior Officers apart from the Sections/Desks of the Ministry. In these rooms general pest control, rodent control and termite control is required to be done. However, it is pertinent to mention here that rodent control is highly required due to rodent menace.

3. The contract will be valid for a year w.e.f. date of award of contract. The Ministry of Power may extend the contract on the existing rates and terms & conditions if the services of the firm are found satisfactory. However, it may also be noted that the Ministry of Power reserves the right to terminate the contract at any stage of time on the part of unsatisfactory services of the firm.

4. The bidders shall furnish list indicating their past experience in the field. The bidder should submit certificates from Government Departments or Public Sector Undertaking to the effect that the firm has given satisfactory performance on similar jobs during the last three years along with the bids without which the bid is liable to be rejected.

5. The quotations complete in all respect in sealed cover duly superscribed "Quotations for Comprehensive annual maintenance control for General Pest Control, Rodent and Termite control" addressed to the Under Secretary(GA), Ministry of Power, Room No. 22, Shram Shakti Bhawan, Rafi Marg, New Delhi should be dropped in 'Tender Box' of the

Ministry of Power located at Gate No. 5 of Shram Shakti Bhawan latest by 3.00 PM on 25th August, 2010. The quotations dropped after 3.00 PM on 25.08.2010 will be rejected. The quotations will be opened on the same date at 5.00 PM. The quotations which are not complete in all respect and are having cutting and overwritings are liable to be rejected. The Ministry reserves the right to reject or accept any quotation whole or in part without assigning any reason thereof.

6. A Demand Draft/ Banks Pay Order for Rs. 10,000/- (Rupees Ten Thousand only) in favour of the Pay & Accounts Officer, Ministry of Power, Govt. of India, New Delhi has also to be deposited as 'Earnest Money' alongwith quotation failing which quotation will not be considered. The earnest money will be returned in respect of the unsuccessful bidders after finalization of the contract. No interest will be paid on this earnest money.

7. The successful bidder will have to deposit a sum of five to ten percent of the total contract value in the form of Demand Draft in favour of Pay & Accounts Officer, Ministry of Power, Govt. of India, New Delhi as 'Performance Security Deposit' for due performance of the contract which is refundable after successful completion of the contract.

8. The bidder will indicate the complete address of their firm/office and residence along with telephone numbers and other related information.

9. The rates should be quoted both in figures and words. There should be no erasing or overwriting whatsoever.

10. The bidders may inspect the premises pertaining to the Ministry of Power, if they desire before submitting the quotation, on any working day upto 23rd August, 2010 between 11.00 AM to 4.00 PM with prior permission of S.O.(Adm.III), Ministry of Power. It may be noted that no charges for such inspection shall be payable to the bidder by this Office.

11. The contractor will be required to depute competent and qualified personnel (especially for disposal of dead rodents etc.) The contractor may also indicate the frequency of their services in detail.

12. The Comprehensive charges for the general pest control, rodent and termite control will be inclusive of cost of material used for the purpose and visiting/services of the personnel deployed by the firm during the period of contract.

13. During the entire period of contract no request for any increase in the rates on any account would not be entertained and the performance would be reviewed from time to time to ensure that it is to the entire satisfaction of the user. In case the contractor fails to cope with the workload or does not render satisfactory service, the contract awarded to him shall be cancelled forthwith without giving any notice or without assigning any reason and the performance security deposit and payment due to firm if any, shall be forfeited. In this connection the decision of the competent authority in the Ministry of Power shall be final and binding on the contractor.

14. While submitting the quotation for this work, the bidder will be deemed to have read, understood and accepted all the terms and conditions stated in the enquiry of this work.

Yours faithfully,


(P.K. SINGH)

Section Officer(Adm.III)

Tel: 23358267