



**King George's Medical University U.P.,**  
**OFFICE OF THE SUPERINTENDENT**  
**GANDHI MEMORIAL & ASSOCIATED HOSPITALS**  
**Lucknow-226003 (U.P.) INDIA** website : [www.kgmu.org](http://www.kgmu.org)

**Tender Form**

**Re-Tender No.: 2352/MS/2016**

**Date- 01/02/2016**

Tender fee of Rs. 3000.00+5%VAT (Rs. Three Thousand +5%VAT only) (Non Refundable)

**(Only sole Manufacturers / their authorised Indian Agents may quote this Tender)**

To,  
M/s.....  
.....  
.....  
.....

**Sub: Tender of Comprehensive Pest Control for King George's Medical University, Lucknow**

Dear Sir,

You are invited for tender of **Comprehensive Pest Control for King George's Medical University, Lucknow** approximate **buildup area of approx 276545.51Sqmt** (liable to change) as per Annexure attached. Please quote tender number on the top of your envelope. The sealed envelope containing the tender document should be addressed to "The Superintendent, G.M. & Associated Hospitals (KGMU), Lucknow.

The tender should be submitted after carefully reading the instructions for filling tender. You may not furnish your terms and conditions, Modification if any included in your offer shall not be accepted and you shall be bound by the terms and conditions of tender / order. Technical and financial bid should be submitted in separate sealed envelope mentioned with full Name, Address, E-mail, Fax, Phone, Mobile No. of the tendering firm on the top of envelopes and put in a large envelop duly sealed.

The bids should be submitted in the tender box placed in the Tender Cell of the Superintendent Office, KGMU from **dated 02.02.2016 to 22.02.2016 upto 3.00 pm.**

The Technical Bid shall be **opened on dated 26.02.2016 at 03:00 P.M.** in Committee Room of CMS Office, KGMU. In case date mentioned above is declared holiday, it shall be automatically shifted to the next working day.

Tender received after due date & time will not be considered. Tender without Earnest money & Tender Fee shall be rejected.

Your's Sincerely

**Medical Superintendent**  
G.M. & Associated Hospitals,  
(K.G. Medical University U.P.),  
Lucknow

### **CHECK LIST**

- The tenderer are hereby instructed to arrange the required tender documents as per check list and must mention the page numbers against each column of the check list.
- **All papers submitted must be numbered and signed by tenderer.**
- **All paper submitted must be strictly in order as per check list.**

Sl No.	Name of Document	Page No.	
		From	To
1.	Tender Fee (in Form of Draft) of Rs.		
2.	Earnest Money (in Form of FDR) of Rs.		
3.	Letter to Superintendent as per Format		
4.	Declaration on non judicial stamp paper of Rs. 10/-as per Performa (Schedule A)		
5.	User List (Schedule B)		
6.	Experience Certificate (Schedule C)		
7.	Performance Certificate (Schedule D)		
8.	VAT Registration Certificate with TIN No.		
9.	Copy of PAN No.		
10.	Service Tax Registration		
11.	Sales Tax Registration		
12.	Income Tax Clearance (Fin. Year 2014-15)		
13.	Indian Pest Control Association (IPCA) membership certificate.		
14.	Certificate of ISO Registration		
15.	Annual turnover for last 03 yrs not less than 30 Lacs as per audited balance sheet.		
16.	License from Plant Protection Office for carrying out these types of work and dealing in pesticide and insecticide (as Domestic licence). (Form VIII)		
17.	License for Commercial Pest Control (Form VI - C)		
18.	Provident Fund Registration with latest last 06 months deposit challan		
19.	ESIC Registration with latest last 06 months deposit challan		
20.	Company Registration		

#### **TENDER NO.& NAME**

**Signature of Tenderer**

**Name**

**Designation**

**Seal**

**Dated**

**Format of Letter to Superintendent**

**“OFFICE OF THE SUPERINTENDENT, KING GEORGE’S MEDICAL UNIVERSITY, UTTAR  
PRADESH, LUCKNOW 226003**

S.NO. OF TENDER :

FILE NO. :

Name of the party in whose : \_\_\_\_\_

Favour the Tender form has been issued

The Superintendent,

King George’s Medical University, U.P., Lucknow 226003

**(SEAL OF THE SUPERINTENDENT)**

Dear Sir,

1. I/We hereby submit our tender for the \_\_\_\_\_
2. I/WE now enclosing herewith the FDR No .....  
dated ..... for **Rs. drawn in favour of the "Superintendent, King George’s Medical University, U.P., Lucknow" towards EMD/Bid Security. (TENDERS NOT ACCOMPANIED WITH EMD/BID SECURITY ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED)**
3. I/We hereby agree to all the terms and conditions, stipulated by the KING GEORGE’S MEDICAL UNIVERSITY, U.P., Lucknow in the enclosed document from page no..... to ....in this connection including delivery, penalty etc. Quotations for each group are being submitted under separate covers and sheets and shall be considered on their face value.
4. I/We have noted that over written entries shall be deleted unless duly out & re-written and initialed. Tenders are duly signed (No thumb impression should be affixed).
5. I/We undertake to sign the contract/agreement if required within 10 (Ten days) from the issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at the **King George’s Medical University, U.P., Lucknow**.
6. I/We have gone through all terms and conditions of the tender documents before submitting the same.

**NOTE:** ALL TERMS & CONDITIONS SUCH AS RATES AND TAXES ETC, HAVE BEEN INDICATED SEPARATELY IN THE QUOTATION. DURING THE RATE CONTRACT PERIOD BASIC PRICE EXCEPT GOVT. LEVIES OF THE ITEM WILL NOT BE CHANGED. OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENT.

**Yours faithfully, Signature of**

**Tenderer with full Address.**

**WITNESS** \_\_\_\_\_  
**WITNESS** \_\_\_\_\_

**(To be notarised on Non Judicial Stamp of Rs.10)**

**Declaration**

1. I/we hereby agree to abide by all terms and condition mentioned in tender document along with special terms & condition mentioned with specification of the items.
2. I/we hereby declare that I/we have not been debarred by any Institution /Govt. origination in past from Tendering.
3. I/we hereby agree to provide services for a minimum period of **01 years** from date of Agreement.

**Signature of Tenderer**

**Name**

**Designation**

Name of Organisation

**Seal**

**Date**

## PROFORMA OF USERS LIST

**TENDER NO. & NAME**

<b>Sl. No.</b>	<b>User Name</b>	<b>City</b>	<b>Contact No with STD Code</b>	<b>Order Period &amp; Date</b>

**Signature of Tenderer**

**Name**

**Designation**

**Seal**

**Dated**

**Experience Certificate**

This is to certify that M/s.....  
..... has performed the work  
of pest control in ..... (Name of  
Hospital / Department / Government /Semi-Govt. Organizations) satisfactorily  
for the period from ..... to .....

(Signature & name of the  
authorised signatory with seal)

**Performance Certificate**

This is to certify that M/s.....  
..... is performing &  
maintaining Pest Control Services in.....  
..... (Name of Hospital /  
Department / Government / Semi-Govt. Organizations) satisfactorily since  
..... to till date.

(Signature & name of the  
authorised signatory with seal)

## **Terms & Conditions**

- 1. Preparation and Submission of Tender:** The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "Technical Bid for Tender for Pest Control Measures" and "Financial Bid for Tender for Pest Control Measures ". Both Sealed Envelopes should be kept in a main/ bigger envelope super-scribed as **"Tender for Pest Control Measures"**. In case of any violation the tender shall be rejected.
- 2. Earnest Money Deposit:** Rs. 10,000/- (Ten Thousand Only)
- 3. Tender Fee:** Rs. 3,000/- + 5% VAT (Three Thousand + 5% VAT Only)
- 4. Opening of Tender:** **26.02.2016**
- 5. Pre-Bid Conference:** The Parties interested for quoting tender, are requested to attend the **Pre-Bid Conference on Date 10.02.2016 & Time 02:30 P.M. and they will only be allowed to participate in the Tender.**
- 6.** Tenderer are advised to visit the place of work for assuring the nature and volume of work realistically before quoting the rates.
- 7.** If required, any Corrigendum will be uploaded in University website [www.kgmu.org](http://www.kgmu.org).
- 8. Period of Contract:** The contract period shall commence on the date of Commencement and shall remain for 1 years. This period may be extended for a period of another one year or till the tender of next year finalized, whichever is later. During the period the tenderer will be bound by the terms and condition of the rate contract.
- 9. Scope of Work:**
  - a) The tenderer shall carry out the Regular and periodical preventive services and all urgent calls as and when warranted under the service Contract, at the approved rates only. The tenderer shall also furnish the 24 HRS Helpline telephone numbers, besides Mobile numbers of staff to be deployed and e-mail address, on which they can be contracted if needed at odd hours for any repair/maintenance jobs.
  - b) The Tenderer should quote rates for Disinfestations and Eradication of General Pest control & GEL, Treatment for rodents, bed bugs, bat, fly, rat, cockroaches etc. & Termites control, in the entire area of the hospital, ward/offices as per the enclosed schedule. In this Contract, tenderer must specify, if there is any exception in their Contract rates & rates for these things to be mentioned in the tender documents & it should be valid for the contract period i.e. one year.
  - c) General Pest Control/anti rodent/Anti Termite which means eradication of Cockroaches, Mosquitoes, Flies, Lizards, Termite, rats etc. through the use of permitted insecticides as per Government of India and WHO norms. The pest control should cover all the places like space under the tables, chairs, almirahs, on and around the pile of files, wooden furniture, false ceiling, all staircases, lift lobby, on all toilets drain ducts, on all pantry rooms, in all stores and any hidden space under the furniture etc. and should leave no space unattended.
  - d) Specification and make/quality of chemical/pesticides shall be clearly spelt in the offer/tender, and it should be certified by WHO Pesticide evaluation scheme (WHOPES)



for public health utilization and approval with BIS certification. The tenderer should submit the name of the principal of authorized distributor, from where these chemical/pesticides will be procured by them. No. chemical/pesticides will be used after its expiry date and it will be subject to quality approvals at the time of use/spraying.

10. (a) If the area covered under this service contract is not provided pest control services for more than one week, the contract fee will be deducted for this period, the amount of penalty would be Rs. 500/- per day per complaint for the period of delay in excess of seven days, besides that any other administrative action will be initiated as deem fit.  
  
(b) It will be imperative for the firm to do attend the urgent calls within 72 hours from the time of informed received by the company by any means of communication including telephone.
11. The entire job shall be attended on site only, no items, beds/diwan/sofa sets etc. will be taken for pest/termites/bed bug treatment outside KGMU campus.
12. The special Chemical/pesticides required for pest control services, if any, during the course of contract, will be arranged by the tenderer himself at its own cost.
13. The contract holder shall provide one preventive service call every week for General Pest Control & GEL Treatment in the all the department/wards/OTs/ICU/offices etc., besides attending to all urgent calls as and when warranted. In case of unsatisfactory services, the KGMU Lucknow reserves the right to debar the firm from awarding further tender **in KGMU Lucknow.**
14. Rodent Control: Rodent controlling should be done as per orders and instruction on the subject.
15. Tenderer 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 cost.
16. The contractor shall deploy qualified and experienced staff to attend the work in times as per the requirement, they should carry Identification Card issued by the contract holder, and any change of the staff due to attrition in the company is to informed to the Administrative Officer, KGMU Lucknow.
17. No additional payment shall be made if more staff needed at site for completing the urgent work under contract. The representative of the firm should bring their identity cards while attending to the pest control service in hospital/wards/various department.
18. The contractor should provide special care of pest control services during the rainy/mosquito breeding season or any event of unexpected Emergency.
19. All the termites job carried out by the tenderer shall have a guarantee of twelve months from the date completion.
20. The tenderer shall quote lowest rate only, and in case they are charging still lower in other govt. department/ Hospital, this hospital shall have the right to award contract at the similar lowest rates only. The tenderer shall quote a certificate to the effect on all their bills.

**21. Safety precautions:**

- a. It is the responsibility of the CONTRACT HOLDER that the services of pest control is user friendly i.e. there should not be any danger poisoning/terrible smell/infection which may cause any disease/unfavorable to the patient or health care provider.
- b. KGMU, Lucknow 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 premises. The contractor shall get those insured against any liability under the Employee Compensation Act or any accident at its own cost and should be responsible for the safety of shall be made good by the tenderer. The contractor shall be responsible, for any poisoning or unfavorable reaction due to poor quality/incorrect/outdated pesticides/chemicals used by your firm during spraying, as per the law of state for the same.
- c. Smoking, chewing pan, consumption of Gutkha, tobacco, alcohol, any other drugs banned by Government of India are prohibited in the premises of hospital/Equipment installed.
- d. No unauthorized person should be allowed in the premises of the hospital/wards

**22. Conditions:**

- a. The Tenderer shall have at least three years of similar job experience for the similar type of work in the hospitals/health care centers for and should enclosed documentary evidence to this effect from any recognized Hospital/Department/Government/Semi-Govt. Organizations.
- b. The firm should be maintaining Pest Control Services in any Central/State Govt. Dept., PSU's, Autonomous Bodies, Large Industry; Specialty Hospitals.
- c. The bidder must have adequate experience of execution of similar work in Central/State Govt. Dept., PSU's, Autonomous Bodies, Large I Super Specialty Hospitals. Necessary supporting documents like work orders, work completion certificate, payment certificate etc. for last two years to this effect must be submitted along with the offer.
- d. The Tenderer shall produce service tax registration certificate & PAN from the concerned authority and copy of latest return (to be enclosed).
- e. The tenderer should be registered with the Commercial Taxes Department and should enclose copy of valid latest clearance certificate and TIN number. In case, this is not applicable to their trade exemption certificate may be enclosed.
- f. Preference will be given to the firm registered with Govt. agencies for particular work. They shall produce its certificate and the period of its validity.
- g. The tenderer should have qualified technical personnel to handle the equipment quoted and shall provide a list of service Engineers with the copy of Identity Cards, who will be deputed for the maintenance job, clearly mentioning their technical qualification and experience.
- h. The Contractor shall furnish the names, permanent & local addresses and Police Verification Report, of the Pest Control Workers being posted at KGMU, Lucknow premises along with their latest Photographs.
- i. The agency shall be absolutely responsible for the payment of salary, and all other statutory obligations for the workers employed on account of gratuity/wages bonus, arrears, employment, termination benefit, compensation or other claim whatever and the KGMU, Lucknow has no connection in relation to such matters.
- j. Tenderer should be a member of Indian Pest Control Association (IPCA).

Membership Certificate of the same must be enclosed alongwith the tender.

- k. The tenderer should have minimum **30 Lacs turn-over** for the last 03 consecutive years to become eligible and satisfactory documentary evidence (Turnover certificate certified by Chartered Accountant) will have to be furnished in support of his turnover with audited Balance sheet.
  - l. Tenderer should have License from Plant Protection Office for carrying out these types of work and dealing in pesticide and insecticide (as Domestic license) Form VIII.
  - m. Tenderer should have License for Commercial Pest Control (Form VI-C)
  - n. Tenderer should have registration in Provident Fund. Deposit Challan of same for last 06 months to be submitted with Tender.
  - o. Tenderer should have registration with ESIC. Deposit Challan of same for last 06 months to be submitted with Tender.
- 23.** Intending tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders to the nature of the site. The nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstance which may influence or effect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of tender by a tenderer implies that he has read this notice and all other contract documents has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plants etc., will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
- 24. Validity:** The quoted rates must be valid for a period for 01 year from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted validity shorter than the required period, the same will be treated as unresponsive and it may be rejected. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.
- 25. Authority of person signing document:** - A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, the KGMU, Lucknow may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
- 26. Performance Security:** The successful tenderer will be required to sign an agreement on Rs. 100/- Stamp paper with notary & furnish a Performance Security Deposit of 1,00,000/- (Rupees One Lakh Only) after receiving notification of award in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized Bank duly pledged in the name of the "Superintendent GM&AH" which shall be kept valid for a period of 18 months beyond completion of all the contractual obligations.

The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract. Performance Security will be discharged after completion of contractor's Warranty performance/Guarantee period) under the contract.

**25. Arbitration:** The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Lucknow. The decision of the Arbitrator shall be final and binding on the both parties.

**26. Payment Terms:**

- a) Payment to the successful bidder shall be released on quarterly basis on submission of Log Book for the services rendered in the particular quarter.
- b) All the Bills for Payment will be **forwarded to Superintendent, G.M. & A.H., KGMU**, after satisfactory report of In-charge, University Environment Department.
- c) After verifying the Bills by Superintendent / Chief Medical Superintendent, G.M. & A.H., KGMU, will be sent to Finance Officer for Payment.
- d) The firm should provide purchase proof of chemicals (Either purchased from manufacturer or from their authorized stockiest) & test report copy of all batches of chemicals, WHO approval of use of chemicals in humans, CIB certification, BIS/ISI specification and MSDS of all chemicals using in this hospital to maintain quality and genuineness of chemicals being used, as applicable. The hospital reserve right to send the sample/chemical which is being used by the firm, for testing in the approved Labs.

**27. Breach of Terms and Conditions:** In Case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by KGMU, Lucknow in that event the EMD shall also stands forfeited.

**28. VAT/ Taxes** if payable extra should be clearly mentioned otherwise no VAT/Taxes charges will be paid.

**29.** The Income-tax as applicable shall be deducted from the bill unless exempted by the Income-tax Department.

**30.** Bidder shall submit a copy of the tender document and addendum/corrigendum thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.

**31. Legal Jurisdiction:** Any disputes are subject to exclusive jurisdiction of competent court and forum in Lucknow, Uttar Pradesh, India only.

**32. Applicable Law:** The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.

**Superintendent**  
G.M & A.H, K.G.M.U.,  
Lucknow

**Chief Medical Superintendent**  
G.M & A.H, K.G.M.U.,  
Lucknow

## **Annexure –I**

### **Details of Area**

**Part A:       Pest Control in whole campus.**

General pest and Rodent control- Disinfection shall be done using reputed brand marked ISI/CIB certified (as applicable) spraying the entire premises of KGMU, Lucknow and surrounding with special reference to kitchen, pantries, toilets, drainage, sewer, furniture & fixture by utilizing appropriate quality and quantity of chemical/pesticides which should cover complete eradication of all kind of flying and crawling insects, beetles-pests such as mosquitoes, carpets moths, silver fish, cockroaches, lizards, bugs and removal of honey bee hives etc. Rodent treatment against rat and mice is to be carried out through trapping & baiting methods by using tracking power as per latest ISI specifications. The chemical should be branded ISI marked products of a company.

**Part B: -       Gel Treatment for cockroaches & Pests.**

**Part C:       Fogging for Mosquito Control in the KGMU Lucknow.**

Fogging by machine for mosquito / fly control in the whole campus.

**Part D:       Termites control in the hospital.**

Anti-Termite (White Ants treatment) with guarantee Anti Treatment shall be done by using reputed brands as per latest ISI specifications. Application by spraying digging plinth/floor, injection holes and cavities in the wall and furniture's along with fixture after keen observation of spots of termite attack & closing of holes cavities may be ensured in all the furniture in the premises of this office. Quote separately for Termite Control.

**Note:-**

1. Contract shall include complete Termites & pest control service including Rodent control etc. with appropriate BSI Mark/ recommended chemicals treatment once in a week. Catching & Disposing of Rats will be the sole responsibility of the tenderer. They shall also specify clearly the name/ details of disinfectants/ material to be used by them.
2. Service should be provided every week in each area besides attending to specific complaints as and when warranted. The pest control & termites control should be done in afternoon or as the requirement of the department. Pest control service/Gel Treatment to be done weekly basis.
3. The firm should depute sufficient personnel/ workers daily in hospital for the pest control services in the premises of the hospital.
4. Rate shall be quoted against each item on this form or on the letterhead of the firm by typing only and submitted; no overwriting and fluid will be allowed.

**Superintendent**  
G.M & A.H, K.G.M.U.,  
Lucknow

**Chief Medical Superintendent**  
G.M & A.H, K.G.M.U.,  
Lucknow

**Annexure –II**

**Technical Bid**

(In Separate sealed cover-I super scribed “Technical)

1. Name of Firm/ Contractor/ Supplier

2. Name of the owner(s)  
Partners (Attach detail of all  
Partners)

3. Complete Address

4. Telephone no.

- a. Residence
- b. Office
- c. Mobile
- d. Email id

5. Details of EMD No.  
Date, Amount, and Bank  
name

6. Details of Tender Fee  
No. Date, Amount, and  
Bank name

6. Whether the firm/ agency  
is registered, attached copy  
of the certificate of  
registration

7. Service Tax Number

8. PAN Number

9. VAT No. (enclose the  
attested copy of VAT  
Certificate)

(Signature of the Bidder) Along with Stamp of Firm/Company

Date:

Place:

**Annexure-III****Format for Financial Bid**

(To be submitted on the letterhead of the company / firm)

S.No	Name of Item	Monthly rate for pest control in Rs.
1.	Pest Control Measures (Excluding Termite Control)	
2.	Termite Control	

**Service Tax, if applicable.**

1. I/We have gone through the term & conditions as stipulated in the tender and confirm to accept and abide the same.
2. No other charges would be payable by the Institute.
3. Payment to the successful bidder shall be released on monthly basis on submission of Log Book for the services rendered in the particular monthly.

**NOTE:**

(a) Rates quoted must be mentioned after deduction of all rebates. Any rebates mentioned separately will not be considered. Other charges, taxes etc. as applicable must be added. Rates must be F.O.R. destination in KGMU UP Lucknow.

(b) Please fill financial bid strictly in accordance with schedule – E other wise it may be rejected.

(c) **All Rates must be quoted in Indian Rupees Only.**

(Signature of the Bidder) Along  
with Stamp of Firm/Company