



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान  
NATIONAL INSTITUTE OF FASHION TECHNOLOGY

## NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU.

### सीमित निविदा दस्तावेज "कीट नियंत्रण सेवाएँ"

#### LIMITED TENDER DOCUMENT FOR **"PEST CONTROL SERVICES"** TO NIFT BENGALURU CAMPUS

**Limited Tender - No.** 03/NIFT/Bengaluru/Bldg. 5154/Pest Control/2018/2020

**Receipt No & Date of Issue:** \_\_\_\_\_

Tender form issued to \_\_\_\_\_

Time schedule for tender process:

Date of publication of tender notification	06-11-2020
Sale of tender document commences from	06-11-2020
Last date for Sale of tender document	27-11-2020 up to 10.00 hrs
Last date for receipt of duly filled in tenders	27-11-2020 up to 11.00 hrs
Date and time of the opening tenders	27-11-2020, 11.30 hrs.
Date and Time of the opening Financial Bids	will be notified to the technically qualified tenderers

**Note:** This tender document contains 12 pages and bidders are requested to sign on all the pages and enclose according to Technical bid / Price bid. The Technical bid & the Price bid should be sealed by the bidder in separate covers duly subscribed & both these sealed covers are to be put in a bigger cover which should also be sealed & duly superscribed as **"AMC of Pest Control Services"**

NIFT CAMPUS, C.A. Site No. 21, 16<sup>th</sup> Cross, 27<sup>th</sup> Main Road, Sector – 1,  
H.S.R. Layout, Bengaluru – 560 102  
Phone: 91-80- 2255 2550 to 55

E-mail: [nift.bengaluru@nift.ac.in](mailto:nift.bengaluru@nift.ac.in), [admin.bengaluru@nift.ac.in](mailto:admin.bengaluru@nift.ac.in)  
web: <https://nift.ac.in/bengaluru/tenders>

## **PREAMBLE / INTRODUCTION**

National Institute of Fashion Technology (NIFT) is a premier educational institution set up under an Act of Parliament and functioning under the aegis of the Ministry of Textiles, Govt. of India. The Bengaluru Centre has been set up since August 1997 with Undergraduate and Postgraduate programmes.

**Note: 1. NIFT Donations are exempted u/s 80 (G) of Income Tax Act.**

**2. Being registered with DSIR, NIFT is entitled for Custom/Central Excise duty exemption.**

## **TENDER NOTICE:**

NIFT invites sealed Tenders under **Two Bid systems** for providing “**AMC of Pest Control Service**” to NIFT Bengaluru campus as per the specification mentioned in the price bid. The tender bids duly-filled in all respects enclosing necessary documents may be addressed to **The Director, NIFT, HSR Layout, Bengaluru – 560 102** so as to reach on or before **11.00 AM, 27<sup>th</sup> November, 2020** or the tender may be dropped in Tender Box.

## **MODE OF SUBMISSION**

- A.** Tenders should be addressed to the Director, NIFT Bengaluru by designation only.
- B.** Tender should be submitted in the following **two separate covers:**

### **i) Technical Bid    ii) Price Bid**

The above mentioned two sealed envelopes should bear the name and complete postal address of the bidder. Sealed envelopes containing Technical Bid and Price Bid should be placed in a bigger envelop super-scribed **providing “AMC of Pest Control Service”**. This bigger envelop, bearing the name & complete postal address of the bidder.

Tenderers furnishing the Technical Bid and the Price Bid in a single cover / same cover will be summarily rejected.

**C(i)** Filled in Tenders can be submitted in person specified in the tender notice ie. on or before **11.00 am on 27<sup>th</sup> November, 2020**. Such tenders may be dropped in the **TENDER BOX** kept at the place at ‘A Block’ of NIFT, Bengaluru Campus.

**National Institute of Fashion Technology (NIFT),  
CA Site No.21, 16<sup>th</sup> Cross, 27<sup>th</sup> Main Road,  
Sector-1, HSR Layout, Bengaluru – 560 102**

**C(ii)** Alternatively, the tenderer who prefers to submit the tender through Post can dispatch the same through Registered Post / Speed Post or Courier so as to reach the above address on or before the due date and time specified in the Tender Notice. Tenders received after the due date and time, for what so ever reasons will not be considered and the Director, NIFT Bengaluru will not be liable or responsible for the same.

**C(iii)** Tender should be submitted in the prescribed Tender Document only.

**Technical Qualifying Criteria:**

1. The Firm should have all the necessary registrations of the Govt. under the Shops and Establishment Act, PAN Number, GST Registration for Karnataka, CST, Service Tax, Sale Tax / Excise Duty (if applicable) etc. (enclose all the documents)
2. The cost of tender document is Rs.236/- (inclusive of 18% GST and Non – refundable). The tender document can be obtained by paying the fees through Cash or Demand Draft/Banker's Cheque drawn in favour of NIFT payable at Bengaluru. The Tender Document is not transferable to any other bidder.
3. **No tender document fee, if downloaded from the website:**  
<https://nift.ac.in/bengaluru/tenders>
4. The Technical Bid should contain Earnest Money Deposit of Rs.20,000/- in the form of bank Demand Draft / Pay Order in favour of NIFT, payable at Bengaluru. This Earnest Money Deposit (EMD) will not bear any interest.
5. Firm should enclose Balance Sheet / IT Return for the latest year.
6. Company/firm should have minimum 3 years of experience in the same nature of work and enclose self-attested copy of the work order or work completion certificate issued by the Govt. organization/PSU/any reputed organizations for having carried out the same nature of work along with other self-attested copies should be enclosed along with the technical bid.

**SCOPE OF WORK:**

Providing Pest Control Service at NIFT, Bengaluru Campus with all necessary tools, machineries and pesticides along with required man power. The frequencies of all the following services are as mentioned below:

Sl. No.	Description
1	Rodent Control works (weekly once and monthly four times)
2	Fogging/Misting (weekly once and monthly four times) for mosquitoes control/Flies control
3	Spraying (weekly once and monthly four times) for mosquitoes/Flies control
4	Termite Control (one time service per year for indoor area)
5	Bed Bug Control (one time service per year for Hostel rooms -140)
6	Honey Bee control service – As & when required
7	Disinfection for COVID 19 control service for indoor area – Twice a Month (Once in Fortnight)
8	If any complaint/call received from Estate Engineer, NIFT- Contractor should respond within 4 hours

**TERMS & CONDITIONS:**

1. The whole premises at the said location to be covered and excess beyond the routine schedule to be rendered if so needed/as and when required as per approved rates.
2. Pesticides should be CIB approved and WHO recommended.
3. Works have to be carried out Sunday / holidays if required and as per NIFT requirements, without any additional cost.

4. Works have to be carried out by experienced person in the same nature of work.
5. The contractor has to carry out the work by following relevant laws and regulations and prevalent in the State of Karnataka and BBMP rules from time to time.
6. Work has to be carried out by using proper dosage of Government approved chemicals without affecting the human-beings and surroundings (number of sequence/cycle to control may repeat/increase without any additional cost).
7. The contractor should provide all the safety equipments to their employee for carry out the work.
8. In case of any accident (or) due to negligence (or) unsafe work that require immediate medical attention, the contractor is wholly responsible
9. Safety measures should be strictly followed during execution of work.
10. Force Majeure clause is applicable as per Government guidelines.
11. Breach of contract terms and conditions or earlier period termination of contract, Security Deposit will be forfeited.
12. The contractor shall be required to maintain a register in the campus for carryout the work which shall be opened for inspection and checking by the authorized NIFT Officials.
13. EMD / Security Deposit will be forfeited and tenderer will be disqualified from participating in any future tender of the NIFT, if tenderer violates any of the conditions prescribed in the Tender Document (or) if the successful tenderer fails to enter into an agreement in non-judicial stamp paper (or) in the event of refusal to carry out work on any grounds.

**GENERAL TENDER TERMS & CONDITIONS:**

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete tender documents will be summarily rejected.
2. Conditional tender may not be accepted or the condition(s) may not to be considered.
3. The Contract shall be awarded initially for one year and may be extended / renewed for further periods subject to satisfactory service. Renewal is maximum two years on yearly basis. Totally three years including first year. The contract once awarded can be terminated by either party after giving two months' notice to the other party.
4. The agency/tenderer should have at least three years of relevant experience in executing/rendering such services.
5. The contract for Pest Control Service shall be commercial contract between NIFT & the successful tenderer. There shall be no employer-employee relationship between NIFT and the Tenderer or the staff / personnel deputed by the said contractor.
6. Tender(s) submitted beyond the scheduled last date & time and without the required Annexure(s) & documents will not be considered. Tenders received after the specified date and time, due to whatever reason including postal delays, if any, will not be considered.
7. Tender shall be submitted in official tender form only and should not be altered.
8. If submitted in any other form or altered, the same shall be summarily rejected. No tenderer shall submit more / quote than one tender.
9. All tenderer are required to submit Earnest Money Deposit (EMD) of **Rs.20,000/- (Rupees Twenty Thousand only)** (refundable) in the form of Demand Draft (should be drawn after the date of notification of this NIT) in favour of NIFT Bengaluru payable at Bengaluru. No interest shall be paid on the EMD and will be returned after finalization of the tender; however, the EMD of the successful bidder will remain with NIFT and will be forfeited in the following events:

- (a). If information declared/document submitted found false/fake/forged
  - (b). If the successful bidder does not accept the W.O., or, unable to provide services.
  - (c). If the bidder withdraws his bid/quote
10. The successful bidder needs to deposit 10% (Ten Percent) of the total Contract Value as Security Deposit through Demand Draft favouring NIFT Bengaluru or by Bank Guarantee which will be refunded, without any interest after 3 months of completion of the contract with deduction(s), if any and as applicable.
  11. The minimum annual turnover for past two years should not be less than Rs.50 Lakhs per year which should be substantiated by Audit report.
  12. DD to be submitted along with the Technical Bid only and NOT with the Price Bid. All bidders should mention their company name and tender No. at the backside of the DD.
  13. If the Technical bid and Price bid are submitted together in the same single cover the same will be rejected.
  14. No overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instructions laid down herein; otherwise, the tender is liable to be rejected.
  15. The quote/rates should be valid at least 3 months from the date of opening of the tender; however, in case of the successful tenderer the quote/rate shall be valid for the entire period of contract and during extended period. Prevailing statutory rates (S. Tax, GST etc.) as revised by the Govt. from time to time will be considered.
  16. Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract.
  17. The contractors should adhere to the statutory regulations viz., Minimum Wages Act, Shop and Commercial Establishment Act, ESI Scheme and any other regulation covering labour contract.
  18. The payment shall be released on monthly basis after satisfactory completion of the job on submission of bills in duplicate by the contractor. The bills should be accompanied by same certificate as NIFT may prescribe from time to time. Income Tax (TDS) as applicable at current prevailing rate will be deducted at source. Payment will be made within 20 days of the submission of any bill. However, in the event that there is any query, objection or dispute with regard to bill or a part thereof, the contractor shall not be entitled to any interest to be paid for late payment till such time that the query, objection or dispute is resolved. The contractor will be entitled for payment of amount as agreed by NIFT per month after deducting TDS as per the existing rates. The payment shall be made by NIFT every month for the related amount on presentation of bill for such payment by the contractor in the first week of each succeeding month.
  19. In the event of non-satisfactory service or any default, payment may be deducted as penalty as deemed fit which will be decided by the NIFT authority and decision of NIFT in this regard shall be final & binding on the agency/service provider.
  20. Even after qualifying in the technical bid, the financial bid may be rejected if found not in order. Merely qualifying in the technical bid does not ensure acceptance of the financial bid.
  21. **The pesticides to be used by the contractor should not be harmful for the human beings and Material Safety Data Sheet (MSDS) report of all chemicals should be submitted.**

- 22. Pesticides should be CIB approved and WHO recommended.** "COVID - 19 Disinfection service suitable for indoor areas such as office rooms, class rooms, corridors, Auditorium, toilets etc. should be non-toxic, non-corrosive, non-hazardous and does not produce Volatile Organic Compound(VOC)".
- 23.** In case of L-1 is more than one, the selection criteria [viz. the past performance, turnover, etc.] would be at the discretion of NIFT. The decision of NIFT, in this regard and for selection of successful bidder in such a situation, will be final in all respect and will be binding on all the tenderers.
- 24.** NIFT is not bound to issue work order to the agency being the 'L-1' bidder; weightage/preference will also be given to the other factors, viz. previous experience, quality of service, number of client, etc. to select the agency to award the work and the decision of NIFT in this regard and for selection of successful bidder will be final in all respect and will be binding on all the tenderers.
- 25.** The Tenderer shall abide by the Rules and Regulations of NIFT, as may be enforced from time to time. The successful agency will have to work in close co-operation with others at the site.
- 26.** NIFT shall in no way be responsible for default with regard to statutory obligation, if any, related to the manpower deputed by the successful agency/firm to render the said service. It will be the sole responsibility of the successful bidder. Deputing Child Labour to render the said service is strictly prohibited.
- 27.** The personnel to be deputed to render the said service must bear good moral character with decent personality, well-disciplined and sincere. If, any time, any of the personnel are found to be guilty of misconduct in any manner, the tenderer shall replace that person forthwith.
- 28.** As per the NIFT policy, payments and receipts to Government and Semi Government Agencies would be rounded off to the nearer higher rupee and in other cases the rounding off will be to nearest i.e., paisa 50 or above will be rounded off to the near higher rupee and paisa less than 50 will be ignored.
- 29.** The successful tenderer shall be solely responsible for injuries and accidents, if any due to executing the said Service to persons deputed by him at NIFT Bengaluru.
- 30.** In the event of injury, illness or mishap to any personnel/manpower deputed by the successful bidder to render the said service, NIFT, Bengaluru will not be liable to pay any compensation.
- 31.** The Tenderer will indemnify NIFT in case of any damage or liability, which may arise on account of action of any reason by the successful tenderer.
- 32.** The Tenderer shall not engage any Sub-A Control Service or Sub –Contractor whatsoever for rendering Pest Control Service at NIFT Bengaluru.
- 33.** It is preferred that the tenderer should have an operating office in Bengaluru.
- 34.** NIFT will not provide any mode of transport in respect of manpower or any items/materials required for the service.
- 35.** NIFT reserves the right to terminate the contract at any point of time at its sole discretion due to non-satisfactory service or violation of Terms & Conditions or due to any applicable reason and NIFT's decision in this regard shall be final and binding.
- 36.** The Bidder shall quote the rates in figures as well as in words. If there is any mismatch, either the lower amount will be considered or the quotation may not be accepted as may be decided by NIFT authority and decision of NIFT in this regard shall be final & binding.
- 37.** The rate offered must be filled in the proforma of the tender form. Any correction should be initialed by the tenderer in the price bid attached with this document.

- 38.** It is strongly recommended that the tenderer should inspect the site any time during working hours on any working day with prior appointment (Mr. Arul, Estate Engineer - Mob No: 9894744586) before submission of the bid; no extra shall be payable for lack of knowledge of the site conditions and constraints, if any.
- 39.** Any query/clarification with respect to the tender (T&Cs, etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted in this regard in between 10:00 am to 5:00 pm on any working day with prior appointment (Mr. Arul, Estate Engineer Mob. 9894744586). NIFT will not entertain or clarify any such query during post bid.
- 40.** Care must be taken so that no furniture, fixture, fittings are damaged while carrying out the work by the contractor. Any damage done, the same will have to be repaired / replaced by the contractor and on termination of the contract, the contractor will hand over all the supplied equipment/articles if any in good condition back to NIFT.
- 41.** NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding on all the tenderers. No further correspondence in this regard will be entertained.
- 42.** The tenderer should not be black listed by any department of the Central or State Government or PSU or any other organization. The service provider must give an undertaking in this regard.
- 43.** All disputes are subject to Bengaluru Jurisdiction only.

## **PENALTY**

While all contractual obligations will be strictly enforced, deduction will be made for poor service like:

- a) Person sent by the agency for servicing not bringing the required chemicals or required Quantity.
- b) The service personnel refusing to do duty assigned in respect of Disinfections/Insect control/mosquito's control/flies control services and fumigation services.
- c) Service personnel not turning up for service on the appointed time.
- d) Deduction will be made for poor service like not carrying out monthly services, deficiency in the quality of chemicals used, and misbehavior of the staff deployed for supply and services.
- e) The penalty will be levied on the basis of work assessment by NIFT. The decision of NIFT will be final and binding in this regard. The penalty will be 2%-5% of work claimed subject to maximum penalty of 10% of the monthly bill.



**PART – I TECHNICAL BID**

Name of the Tenderer : \_\_\_\_\_

Name of the Proprietor/Partner(s): \_\_\_\_\_

Date of Establishment: \_\_\_\_\_

Address (Office): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel. No. : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Email ID. : \_\_\_\_\_

Status of the Company : \_\_\_\_\_

(Pls. Tick mark as applicable): Proprietor/Partnership/Company

Required Documents	Attached / Not attached	Page No.
Copy of Receipt for <b>Rs.236/-</b> if document purchased at NIFT		
EMD – DD of <b>Rs.20,000/-</b>		
Current Trade License		
Pesticide License		
Copy of Shop and Establishment certificate		
Copy of Company Registration Certificate		
Copy of Goods & Service Tax registration / GST Certificate		
Copy of License under Contract Labour Act		
Copy of PAN Card		
Copy of IT returns for last two years		
Copy of Annual financial statements for last two years		
Signed all the pages of tender documents and enclosed		
List of Clients with contact person, Contact Number with email ID - to where service provided in last 3 years (NIFT committee will visit and check the performance)		
Details of relevant work experience		



TECHNICAL BID for AMC of Pest Control Service

Sl.#	Particulars	Mention 'Yes' or 'No'	Page No.
01	Whether 'Technical bid' & 'Price bid' submitted separately and the respective envelopes super scribed properly		
02	Whether Demand Draft of Rs.20,000/- (Rupees Twenty Thousand only) in favour of NIFT, Bengaluru is enclosed as EMD (to be submitted along with the Technical Bid)		
03	Whether capable and agreed to submit 10% (ten percent) of the total contract value as Security Deposit, if work order is awarded to the successful tenderer		
04	Whether minimum Annual turnover is Rs.50/- lakhs per year during the last 2 (two) years (i.e., <b>financial year 2019-20 &amp; 2018-19</b> ) Please attach audited report of Trading, Profit & Loss (P&L) and Balance Sheet (BS) from authorized Chartered Accountant as a proof)		
05	Whether document in support of having minimum 03 (three) years' experience in executing similar kind of jobs along with a list of organisations (Govt., PSU, reputed MNCs/organisations) with contact number, where the Tenderer is currently providing/has earlier provided this kind of service, submitted. (Period on or prior to <b>May 2017</b> to till date)		
06	Whether Trade License for this kind of jobs enclosed		
07	Whether Pesticide License is enclosed		
08	Whether copy of Pan Card enclosed		
09	Whether copy of Certificate of Goods and Service Tax (GST) enclosed		
10	Whether copy of Income Tax Return for the last 2 (two) years submitted ( <b>Assessment year 2018-2019 &amp; 2019-20</b> )		
11	Whether agreed to abide by all the terms & conditions of this tender		
12	DD for EMD amount, Annexure – I, II & III duly filled are enclosed with this Technical Bid		
13	Annexure – IV duly filled with Price Bid and kept separate cover		

(All above enclosures should be valid and self-attested)

Date:

Place:

Seal and signature of the tenderer with date

**Declaration by the Tenderer**

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I/We hereby undertake that the information provided with this tender are true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us

(Signature of Tenderer with seal)

Name:

Address:

Phone No. (O):

Date:

Seal and signature of the tenderer with date

**PART – II PRICE BID****National Institute of Fashion Technology, Bengaluru.****Schedule of service**

Providing Pest Control Service with necessary items along with man power at NIFT Bengaluru Campus. All the following services are weekly once and monthly four times except Termite control and Bed Bug control.

**The total built-up area Indoor - 22,074.82 Sq.mtr and Outdoor area -10,478 Sq.mtr.**

Sl.No	Description	Rate per month Rs.	GST	Total Amount in Rs.
1	Rodent Control works			
2	Fogging/Misting for Mosquitoes Control/Flies Control			
3	Spraying for Mosquitoes/Flies Control			
<b>All the above services are weekly once and monthly four times</b>				
<b>Grand Total amount per month</b>				
<b>Grand Total amount in words for monthly service</b> Rupees _____ _____ only				
Sl. No	Description	Rate per year Rs.	GST	Total Amount in Rs.
1	Termite Control (one time service per year for indoor area)			
2	Bed Bug Control (one time service per year for Hostel rooms-140 no's)			
<b>Grand Total amount per year</b>				
<b>Total amount in words for yearly service</b> Rupees _____ _____ only				
Sl. No	Description	Rate per service Rs.	GST	Total Amount in Rs.
1	Honey Bee Control (as & when required per service)			
<b>Grand Total amount per service</b>				
<b>Total amount in words for per service</b> Rupees _____ _____ only				

Sl. No	Description	Rate per Month Rs.	GST	Total Amount in Rs.
1	Disinfection for COVID-19 control service for indoor area – Twice a Month (Once in Fortnight)			
<b>Grand Total amount per service</b>				
<b>Total amount in words for per service</b>				
Rupees _____				
_____ only				

**Terms and Condition:**

1. Above rates are including GST, Materials, Transportation and all other charges if any.
2. No additional payment will be made.
3. No advance payment will be made.
4. Payment will be made after satisfactory completion of work & service report duly certified by the NIFT Official and submission of original bill in duplicate every month.

**Seal and signature of the tenderer with date and Mobile No.**