



**OFFICE OF THE PRINCIPAL COMMISSIONER OF GST AND CENTRAL EXCISE,
CHENNAI NORTH COMMISSIONERATE**

No. 26/1, Mahatma Gandhi Road, Nungambakkam, Chennai-600034

C.No. IV/16/13/2022-PRO

Dated .05.2023

**QUOTATIONS / LIMITED TENDERS FOR
PEST CONTROL / RODENT CONTROL SERVICES**

Quotations / Tenders are invited from reputed, registered firms / Companies engaged in the business of Pest Management / Rodent Management Services as detailed in the Annexure to this letter for the Office of the Principal Commissioner of CGST & Central Excise, Chennai North, No. 26/1, Mahatma Gandhi Road, Nungambakkam, Chennai-600 034.

The quotations / tenders (in sealed cover) should reach this Office latest by **12.00 p.m.** on or before **22.05.2023** and they will be opened at **03.00 p.m.** on **23.05.2023**.

(M. Adhyanman)
Assistant Commissioner

To

1. Commissioner of Central Excise, Chennai – North / South / Outer/ Audit-I /Audit-II Commissionerate, with a request to display the same in the notice Boards.
2. The Webmaster, CBEC, New Delhi / The Superintendent (Computer), Chennai-North Commissionerate - For publishing in the web site.

ANNEXURE TO QUOTATION / TENDER

A. Scope of Work

1. The details of the office premises where the contractor shall carry out the activities of Pest and Rodent Control Services are as below:

Details of the Office Premises:

- a) Ground Floor of Main Building including **Guest House**.
 - b) First Floor, Second Floor, Third Floor, Fourth Floor, Auditorium and Guest houses in Fifth Floor of **Main Building**.
 - c) Ground Floor, First Floor including Canteen, Second Floor, Third Floor, Fourth Floor, Fifth floor, Sixth floor, and Seventh Floor of **Annex Building**.
2. The contractor shall carryout the activities of Control over Rodents, Mosquitoes, Cockroaches Flies and lizards on daily basis.
 3. The contractor shall carryout the activities of other Pest Control Services on weekly basis.
 4. The contractor shall carryout General Disinfestations Service - Once in every three months.
 5. The service provider shall use gel bait for Cockroaches i.e. gel to be applied in spots near and around the areas of Cockroach activity.
 6. At any time after the completion of the initial treatment, if the pests re-appear in the premises, the contractor shall without further payment repeat the treatment of the said premises to such extent and so often before the said date as may be necessary to free the said premises of the pests.

(SIGNATURE OF BIDDER)

B. GENERAL TERMS AND CONDITIONS

1. The agreement shall come into effect from **the date of signing of contract for 11 months.**
2. A daily visit report will be submitted to the Public Relations Officer / Assistant Public Relations Officer and acknowledgement to be obtained after recording the work carried out.
3. The contractor shall quote the rates inclusive of labour charges, statutory charges, and cost of pesticides, traps etc. and other maintenance costs.
4. The contractor shall provide adequate manpower to take care of the activities and ensure proper supervision of the manpower deployed by him.
5. The contractor shall ensure that his employees while on the premises carrying out their obligation under this agreement, observe the standards of cleanliness, decorum, safety and general discipline laid down by the department.
6. The contractor shall be liable for and make good any damage caused to the department premises or any part thereof or to any fixtures or fittings thereof or therein or loss causes due to theft etc. by any act, omission default or negligence of the contractor or his employees.
7. The department shall also not be responsible or liable for any theft, loss, damage or destruction of any property of the contractor by their employees lying in the premises from any cause whatsoever.
8. Either party shall be at liberty to terminate the contract giving one month's prior written notice to the other.
9. The bidder shall quote a lump sum amount as service charge per month (exclusive of taxes) and shall mention the rate of GST applicable separately.

(SIGNATURE OF BIDDER)

C. ELIGIBILITY CRITERIA

1. The bidder must possess a valid government license to carry out the pest control Services.
2. The bidder must possess a valid GST Registration.
3. The bidder must be registered with ESI & EPF authorities.
4. Copies of ITR filed for Assessment years 2020-21 and 2021-22 with profit & Loss Account & Balance sheet for financial years 2020-21 and 2021-22 should be enclosed.
5. The bidder should not have incurred any losses during the above mentioned two financial years.
6. The bidder shall have head office in Chennai.

(SIGNATURE OF BIDDER)