



राजीव गाँधी राष्ट्रीय विमानन विश्वविद्यालय

RAJIV GANDHI NATIONAL AVIATION UNIVERSITY

नागर विमानन मंत्रालय, भारत सरकार के तहत एक केंद्रीय विश्वविद्यालय

(A Central University under Ministry of Civil Aviation, Govt. of India)

2013 में संसद के एक अधिनियम द्वारा स्थापित

Established by an Act of Parliament in 2013

Tender Notice No. RGNAU/5171/1/ADMIN/76

Dated: 07 October, 2020

NOTICE INVITING TENDER
FOR PROVIDING
PEST CONTROL AND SPRAY MANAGEMENT SERVICES

The Rajiv Gandhi National Aviation University (RGNAU) has been established by an Act of Parliament called the Rajiv Gandhi National Aviation University Act, 2013 at Fursatganj Raebareli, Dist. Amethi, Uttar Pradesh. The university has been envisaged as the premier institution of higher learning within the aviation milieu aimed at providing cutting edge and critical research to enhance the aviation industry in India. The Act of Parliament empowers the University to award Diploma, Degree, and Post Graduate Degrees in the field of civil aviation. At the same time collaborations with the leading international universities/ institutions in the aviation domain, are being forged towards proffering global knowledge that is customized to local requirements.

2. Rajiv Gandhi National Aviation University invites sealed quotations from reputed and experienced firms to provide pest control services in the campus of the University located at Fursatganj, Amethi Uttar Pradesh.

3. The tender documents may be downloaded from official website of Rajiv Gandhi National Aviation University (www.rgnau.ac.in). Bidders are requested to follow the instructions carefully as per the tender document given on the website.

4. The tenders shall be submitted in two parts viz. Technical Bid and Financial Bid, along with all the tender documents and the Tender Acceptance Letter duly signed and numbered in all pages. Overwriting should not be made. If there is any overwriting, it must be initialed by the bidder before submitting. In case of non-submitting of copies of documents specified, such bids shall be summarily rejected.

5. Interested firms/agencies/companies are advised to visit University website www.rgnau.ac.in regularly till closing date of submission of tender for any corrigendum/addendum/amendment. After closing date, no notice regarding tender will be notified on University website.

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Website: www.rgnau.ac.in

6. In the event of any of the above-mentioned date being subsequently declared as a holiday/closed day for this office, the tenders will be opened on the next working day at the scheduled time without any further notice.

Registrar
Rajiv Gandhi National Aviation University

TENDER DOCUMENT

Tender Notice No. RGNAU/5171/1/ADMIN/

Date: 07 October, 2020

S. No.	Particulars	Details
1	Name of the job	Pest Control and Spray Management Services at Rajiv Gandhi National Aviation University (RGNAU)
2	Date of Issue of Tender Document	07 October, 2020
3	Last Date and time for submission of Tender	19 October, 2020 at 1700 hrs
4	Date, time and venue of Pre-Bid meeting	14 October, 2020 at 1500 hrs
5	Date and time for opening of Technical Bids	20 October, 2020 at 1500 hrs
6	Date and time for opening of Financial Bids	26 October, 2020 at 1500 hrs
7	Date for commencement of contract	01 November, 2020
8	Earnest Money Deposit (EMD)	Rs. 5,000/-
9	Period of contract	03 years (Initially the contract will be awarded for a period of one year which may be extended further based on the performance of the agency evaluated annually)
10	Name of the authority at RGNAU for tender related enquiry	Mrs. Garima Singh, Acting Registrar Contact person(s): i. Mr. Ajay Pandey, Mob.: +917704009279 ii. Mr. K.R. Abhilash, Mob.: +918826986395 (10.00 AM to 5.00 PM) Monday to Friday

SCOPE OF WORK:

- RGNAU requires pest and spray management services to be carried out at its premises and surrounding areas of Academic Block, Hostel Block, Junior & Senior faculty Housing and Senior Executive Housing.
- The details of the built up area of the University campus, including number of rooms, is given below:

S. No.	Area Description	Approximate Built up Area (in sqms.)	Description of rooms
1.	Hostel Block	15,000	294 rooms, 02 gymnasiums, 02 Kitchen and 02 Dining Area
2.	Residential Block	7,120	88 rooms
3.	Academic Block	12,750	20 class rooms, 08 Elective Room, 05 faculty

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			room, 02 Seminar Hall, 01 Amphitheatre, 03 Officers room, 02 office hall, 02 canteen, 03 store room, 01 computer lab, 02 Library, 01 common room, 01 board room and 5-10 other rooms
4.	Senior Executive Housing	600	03 rooms

3. The job of Pest and Spray Management Services shall include the following:

(i) **General Pest Control/Anti Termite** which means eradication of Cockroaches, Mosquitoes, Flies, Lizards, Termite, Bed Bugs etc. through permitted insecticides as per Government of India and WHO norms.

(ii) **Rodent Control:** Rodent treatment against rat and mice is to be carried out through trapping & baiting methods by using rat cage, tracking pad, glue pad etc. and also replacing the glue pads/bait stickers etc. as and when required, as per latest ISI Specifications and as per the directions of the University authority.

(iii) **Snake/Reptile Control:** Control/eradication of poisonous reptiles and animals including Snakes are required to be carried out by using environmental friendly chemicals through permitted insecticides as per Government of India and WHO norms, which should not affect human and environment.

(iv) **Fogging Services:** The fogging services should be done on weekly/fortnightly basis as per the order and instructions of the University.

4. The pest / rodent control should cover all the places like spray under the tables, chairs, Almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, on lift lobby, on all toilets drain ducts, AC units, AC on all pantry rooms, in all stores and any hidden space under the furniture and should leave no space unattended.

5. The pest controlling exercises are to be undertaken as per the schedule of quantity given below:

Sl. No.	Particulars	Frequency of Service
1.	General Pest Control and Anti Termite	Twice in a month
2.	Rodent Control	Twice in a month
3.	Snake and Reptiles Control Treatment	Once in three months
4.	Fogging	Twice in a month

6. Agency 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 to the University.

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7. However, in case of any VIP visit / dignitaries' arrival / events or in emergency, the agency will have to provide the required services without any extra cost to the University.

Validity of the contract:

8. The total duration of the contract for this service will be maximum for a period of three years from the date of commencement of contract. However, initially the contract will be awarded for a period of one year which may be evaluated annually on the basis of performance and mutually agreed upon for further extension on the same rates and terms & conditions. The Rajiv Gandhi National Aviation University reserves the right to terminate the contract by giving one month's notice and without assigning any reason thereof.

Eligibility conditions:

9. The bidder should have an experience of at least 03 years or more in the field of pest control services in Government organization. The bidder should submit work order / performance certificate from any 03 Govt. Departments or PSUs or autonomous body (Minimum one-year experience in one Govt. Dept. / PSU / autonomous body) indicating the volume, duration and value of the work.

10. The bidder shall have an experience of at least to stock and use of permissible insecticide for commercial pest control operation.

11. Copy of GST Registration Certificate should be submitted along with technical bid.

12. Latest list of clients along with the name, designation, Tel. Nos., Fax, and complete postal address of the contact person should be submitted along with technical bid..

13. Valid licence to stock and use of permissible insecticide / pesticide for commercial pest control operation. Copy of Licence should be submitted along with technical bid.

Earnest Money Deposit (EMD):

14. The bidder shall furnish an amount of earnest Money of Rs. 5,000/- (Five Thousand) by way of demand Draft drawn in favor of "Rajiv Gandhi National Aviation University" payable at Amethi.

15. The EMD of the unsuccessful bidder will be discharged/ returned, subsequent to the award of Contract without any interest.

Submission of Tenders:

16. The technical bid including EMD and financial bids must be submitted in two separate sealed cover superscribed as "Technical Bid" and "Financial Bid".

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17. The technical bid must include the duly filled-in Annexure-I & Annexure-II, EMD, documentary proof of experience and all other documents sought in the tender document, failing which the tender will be summarily rejected.
18. Both the technical bid and financial bids are to be kept in a big separate sealed envelope.
19. The big envelope containing the two envelopes must be superscribed "Tender for Pest and Spray Management Services".
20. The sealed bid must be submitted in the office of the Registrar at Rajiv Gandhi National Aviation University, Near Fursatganj Airfield, Fursatganj, Amethi- 229302 by 1700 hrs. of 19 October, 2020.
21. Technical bids shall be opened on 20 October, 2020 at 1500 hrs in the presence of authorized representatives of bidders.
22. Late / delayed tenders due to any reason, whatsoever will not be accepted/ considered, at all, under any circumstances.
23. Interested bidders are advised to visit the place of work for assuring the nature and volume of work realistically before quoting the rates.
24. The prices may be quoted as per the prescribed format given at "Annexure-III" of the tender document. These prices should be inclusive of all charges (i.e. GST etc) and must be quoted in clear terms unambiguously
25. The quoted rates should include the cost of pesticides, Labour and other charges. The chemicals / pesticides used by the agency be purchased from reputed concern and should be ISI Marked and/or WHO approved.
26. The final rate should be mentioned in figures as well as in words inclusive of all taxes. The University will not entertain any other claim.

Performance Security:

27. The successful bidder shall be required to deposit an amount equal to 10% of the contract value within 15 days of issue of letter of intent, as Performance Security.
28. Performance security shall be submitted in the form of Demand draft drawn in favour of "Rajiv Gandhi National Aviation University" payable at Amethi, and shall be valid for a period of beyond two months of expiry of contract period.
29. Performance security will be discharged after completion of contractor's performance obligations including warranty obligations under the contract, without any interest.
30. If the contractor fails or neglects any of his obligations under the contract, the

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University reserves the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

Payment:

31. The University will release the payment to the agency on Quarterly basis on submission of Log Book verified by the University representative only for the services rendered in the particular quarter.

Penalty:

32. While all contractual obligations will be strictly enforced, deduction will be made for poor / unsatisfactory service as per the table given below:-

Sl. No.	Particulars	Penalty
a.	Person sent by the agency for servicing not bringing the required chemicals or required quantity.	Rs. 2,000/- per visit
b.	The service personnel refusing to do duty assigned in respect of Disinfections / Insect control/ Mosquito's control / Flies control Services and fumigation services.	Rs. 1,000/- per instance
c.	Service personnel not turning up for service on the appointed day and the appointed time.	Rs. 1,000/- per day (subject to a maximum penalty of 5,000 per month)
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.	Rs. 1,000 per day / visit

33. The penalty will be levied on the basis of work assessment by RGNAU. The decision of RGNAU 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 quarterly bill.

Risk and Cost

34. The selected Agency has to undertake the work as per the schedule decided by RGNAU. In case of a delay or failure on part of the selected Agency to meet the desired schedule / emergency, RGNAU is fully authorised to assign the same to another agency at the risk and cost of the selected Agency.

Validity of Tender:

35. Rates quoted by the Firm shall remain valid for a period of 90 days or more from the date of opening of bid.

36. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India rules issued from time to time.

Breach of Terms and Conditions:

The Rajiv Gandhi National Aviation University reserve the right to cancel or modify the Contract, either in whole or in part, any time during the currency of the Contract without assigning any reason, whatsoever, if the services provided by the firm are found to be unsatisfactory.

Jurisdiction of Court:

This Contract is governed by the laws of Government of India and shall be subject to the exclusive jurisdiction of the courts in Raebareli / Amethi.

PROFORMA FOR TECHNICAL BID

1. Name of the Firm & Owner : _____
(With Tel./Mob. Nos.) _____

2. Office Address with Tel./ : _____
Fax./Mob. Nos. _____

3. Contract Person(s) Name : _____
Tel./Fax/Mob. Nos. _____

4. Past experience with Govt. : _____
Departments – Name and period _____
to whom service provided _____

5. Details of Earnest Money : _____

6. Whether Terms & Conditions issued _____
by the University are acceptable to the Firm _____

7. Details of chemicals to be used and _____
working procedure to be adopted by _____
the bidder (separate sheet may be attached) _____

8. Other details, if any : _____

(Authorized Signature of the Firm / Agency)
Name & Designation of the Authorized Signatory

Annexure-II

DECLARATION FORM

1. I, Son/Daughter of Shri, Proprietor/
Partner/ Director/ Authorized Signatory is/ am competent to sign this declaration and
execute this tender document.
2. I/we have carefully read and understood all the terms and conditions of the
tender and hereby convey my/our acceptance of the same.
3. I/ we hereby declare that the agency has not been declared as black listed in any
government department.
4. Compliance under statutory provisions is in order and not being violated.
5. The information/ documents furnished along with the above application are true
and authentic to the best of my knowledge and belief. I/ we, am/ are well aware of
the fact that furnishing of any false information/ fabricated document would lead to
rejection of my Tender

Date:

Signature of Authorised Person

Place:

Name:

Company Seal:

NB: The above declaration, duly signed and sealed by the authorized signatory of the
company, should be enclosed with Technical Bid.

ANNEXURE- III

FINANCIAL BID
(To be submitted in separate envelope)

Sl. No.	Area of Work	Rate for Pest control Treatment per Annum (Figures in Rs.)
1	RGNAU campus including Academic Block, Hostel Block, Junior & Senior Faculty Housing and Senior Executive Housing as per the scope of work given in tender document	
2	Applicable Tax in Figures	
3	Total (in Figure)	
4	Total (in words)	

Note:

1. Rate quoted should be inclusive of material, equipments and labour.
2. Applicable taxes in percentage to be mentioned separately.
3. The rate will remain constant during the period of contract. However, any increase in applicable taxes will be paid by this office.
4. Applicable TDS will be deducted from the payment of the bill

(Authorized Signature of the Firm / Agency)
Name & Designation of the Authorized Signatory