

OFFICE OF THE PR. COMMISSIONER OF CUSTOMS (GENERAL)
NEW CUSTOM HOUSE, BALLARD ESTATE MUMBAI – 400 001.

F.No. S/43-115/2013-14 CHS

Date: 05.01.2018

NOTICE INVITING e-TENDER

SUB: CALLING FOR E-TENDERS FOR PROVIDING PEST CONTROL SERVICES IN THE OFFICES OF CUSTOMS DEPARTMENT UNDER THE JURISDICTION OF CHIEF COMMISSIONER OF CUSTOMS, MUMBAI ZONE – I

Online e-Tenders are invited by the office of the Principal Commissioner of Customs (General), New Customs House, Ballard Estate, Mumbai from eligible and experienced/reputed firms, to provide Pest Control services in the offices of Customs department under the jurisdiction of **Chief Commissioner of Customs, Mumbai Zone-I, Ballard Estate, Mumbai – 400 001**. Details of the services required and other terms and conditions relating to the award of contract are given in the Annexure – I.

The enclosed e-Tender should be submitted in the prescribed e-Tender Form only. The Contractor should go through the details and sign each and every page of e-tender, including its enclosures as a token of acceptance of the terms and conditions of e-tender.

The e-tender form for qualifying bid, prescribed in Annexure –II and the e-tender form for the financial bid prescribed in Annexure – III, complete in all respects, shall be submitted on-line on or before **27.01.2018**

All prospective bidders are invited to submit their bids under Two Bid Systems for the subject work, as detailed below, in accordance with the tender documents enclosed:-

MODE OF TENDERING	: e-Tendering through our portal www.eprocure.gov.in
EARNEST MONEY DEPOSIT	: Rs. 20,000/- (Rupees Twenty Thousand only)
PRE BID MEETING (PBM)	: 18.01.2018
VENUE FOR PBM	: CHS Section, Ground floor, New Custom House, Ballard Estate, Mumbai – 400 001.
LAST DATE AND TIME FOR SUBMISSION OF BID / TENDER	: 27.01.2018 & 5:00 pm
DATE & TIME FOR OPENING TECHNICAL / QUALIFYING BID	: 29.01.2018 & 11:00 am
DATE & TIME FOR OPENING FINANCIAL BID	: 30.01.2018 & 11:00 am

Interested bidders may download the Notice Inviting e-Tender from the portal www.eprocure.gov.in . The tender enquiry documents will be available on official website (www.cbec.gov.in, www.mumbaicustomszone1.gov.in) and on <http://eprocure.gov.in> from **05.01.2018**. In the event of any of the above mentioned dates 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.

The e-Tenders should be submitted on-line on the website www.e-procure.gov.in complete in all respects on or before **27.01.2018** in two separate files addressed to the Assistant Commissioner, CHS, office of the Pr. Commissioner of Customs (General), New Custom House, Ballard Estate, Mumbai-400001. The technical/ qualifying bid shall be opened by the e-Tender Evaluation Committee on **29.01.2018** at 11.00 AM. Incomplete bids shall be rejected. The valid bids shall be scrutinized by the e-tender evaluation committee to shortlist the eligible bidders. Thereafter, the financial bids of the short listed bidders shall be opened on **30.01.2018** at 11.00 AM by the e-tender evaluation committee.

Bidders shall submit the technical as well as the financial bid through e-tendering portal only. Bids submitted by courier/ post/ in person shall not be accepted in this tender.

The Bidder should clarify any doubts/queries regarding the specification/brand from the Inspector/Superintendent of Customs, on any working day between 11.00AM to 5.00 PM before **25.01.2018**. The Bidder should fulfil pre-qualification conditions of the e-Tender and should sign each and every page of the e-tender including the annexure as a token of acceptance of having read and understood all the terms and conditions contained therein' and submit all documents attested by the authorized person along with the bid. The e-tender form shall be rejected if it is not complete in all respects.

-Sd/-

(SHASHANK SHEKHAR)
ASSTT. COMMISSIONER OF CUSTOMS
CHS/ NCH, MUMBAI.

Encl: Annexure- I, II & III

Copy to:

- i. Notice Board
- ii. EDI for posting on Customs website

ANNEXURE 'I'

TERMS & CONDITONS

1. ELIGIBILITY CRITERIA FOR TECHNICAL BIDS:

- a) The bidder should have a valid license to stock and use of permissible Insecticide for commercial pest control operation and agriculture license.
- b) The bidder should have ISO 9001-2008 certificate.
- c) The bidder should have an experience of at least 03 years or more in such Services to the Government / Semi Government Departments /organizations.
(Empanelment certificate, Customer satisfactory certificates and work order may be attached.)
- d) Copy of VAT/Sales Tax/Service Tax/**GST** and PAN number Registration Certificates.
- e) List of clients along with Empanelment certificate, customer satisfactory certificate and work orders from other government and semi-government organizations.
- f) Certificate of membership of pest control association.
- g) Labour license.
- h) The bidder must have ESI Registration, EPF Registration and Service Tax Registration.
- i) Shop and Establishment registration certificate.
- j) The evidence for filing of returns along with profit & Loss Account and balance Sheet for past three financial years 2014-15, 2015-16 & 2016-17 should be enclosed along with the qualifying bid.
- k) The bidder must have an Annual Average Turnover of not less than of Rs. 20 lacs during the last three financial years 2014-15, 2015-16 & 2016-17, duly certified by a Chartered Accounts.
- l) The bidder shall furnish an amount of Earnest Money of Rs. 20,000/- (Rupees Twenty Thousand only) by way of Demand Draft drawn in favour of "SBI A/c. Principal Commissioner of Customs (General)" payable at Mumbai along with the Bid. The bid security of unsuccessful bidder will be refunded / returned in due course.

- 2. EARNEST MONEY DEPOSIT:** Earnest Money Deposit in the form of Demand Draft/Cheque of requisite amount in original in the prescribed formats and in the manner prescribed in the documents should be submitted prior to bid submission in sealed envelope. However, if the bidders are unable to submit EMD in original on the due date, they may upload a scanned copy of EMD while submitting the bid electronically, provided the original EMD copy of which has been uploaded, is received by the Office of the Pr. Commissioner of Customs, CHS Department, New Custom House, Ballard Estate, Mumbai- 400 001 within 7 days from the date of Technical / Qualifying bid opening, failing which the bid shall be rejected irrespective of their status / ranking in tender and notwithstanding the fact that a copy of EMD was earlier uploaded by bidder.

Only EMD/Authority/Power of Attorney shall be submitted in original in physical form on or before the bid due date.

3. SECURITY DEPOSIT:-

The successful Bidders shall furnish Security Deposit to the Office of the Principal Commissioner of Customs (General) within 30 days of issuance of contract but positively before submission of 1st bill, and shall be in the form of Demand Draft / Pay Order/Bank Guarantee from a Schedule Bank drawn in favour of "SBI a/c. Principal Commissioner of Custom (General)" payable at par in Mumbai valid for the contract period and plus three months thereafter. EMD will be part of Security Deposit and the EMD of successful Bidder can be refunded after depositing of Security Deposit.

*No interest will be payable by the office of the Principal Commissioner of Customs (General) on Security Deposit.

*In case of breach of contract or violation of any terms of the contract, Security Deposit shall be forfeited.

4. SCOPE OF WORK:

The Job of Pest Control shall include the following:-

A) **Anti Rodent:** Entire office, All EDI Sections, Surrounding Areas, Staircases, passages, parking / Basement Area, Garden Area, lift rooms etc. Through permitted insecticides as per Government of India and WHO norms (standard branded Chemicals to be used) to eradicate the menace of rodents, mice, insects etc.

Frequency: **Twice in a month, 24 services in a year.**

B) **Fumigation / Fogging Treatment:** Entire office, Surrounding, Areas Staircases, Passages, Parking Basement Area, Garden Area, etc. to eradicate the problem of mosquitoes, flies, insects etc.

Frequency: **Weekly once, 52 services in a year.**

C) **General Pest Control:** Spray, Gel and herbal treatment for Cockroach, ants & Lizards.

Frequency: - **Monthly once, 12 services in a year.**

D) **Termite (white ants) Control Treatment:**

Frequency: **Monthly once, 12 services in a year.**

For all the above mentioned Pest Control Treatments only branded standard chemicals and other medicines (compulsorily use chemicals of any of the brands i.e. Bayer, Rallis, & Bombay Chemicals Ltd.), Herbal/Gel systems to be used, more information specification regarding this can be obtained from the Office Superintendent / C. H. S., Ground floor, New Customs House, Mumbai – 400 001.

Agencies must ensure that the pest control once done shall remain effective up to the next pest control, failing which it shall have to be done again without any additional liability on the department.

The Contract shall be valid for a period of one year or 12 months starting from the date of issue of work order. **The department reserves the right to terminate the contract within the period without any prior intimation / notice, if the service / conduct of the contractor is found unsatisfactory.**

5. LOCATION AND AREA TO BE COVERED

Sr. No.	Name of the Section /Office/Gate Cabin
1.	New Custom House (Including EDI)
2.	Customs Enclave Plot Warehouse
3.	Apollo Bunder
4.	Sassoon docks
5.	A Division Office
6.	Green Gate Cabin
7.	B-I & B-2 Division Office
8.	U.B. Centre
9.	C Division Office
10.	Blue Gate Cabin
11.	Yellow Gate ID
12.	Orange Gate
13.	New Orange Gate
14.	Yellow Gate PD
15.	Ferry Wharf & Purple Gate
16.	D Division
17.	Frere Basin (EDI SECTION)
18.	A Warehouse
19.	STP (Office, EDI and cabins)
20.	MOD (office, EDI and Cabin)
21.	Hay Bunder Cabin
22.	Haji Bunder Cabin
23.	Wadala INC Cabin
24.	Transport House
25.	MCD, OSC Bldg. BPT.
26.	CFS, Mulund (both Import and Export
27.	Container Scanning Division, Wadi bunder

6. **RATES:** The rates quoted should be inclusive of all taxes and other charges and the rates should be mentioned in figures as well as in words.
7. **PAYMENT:** Payment to the successful bidder shall be released on monthly basis on completion of the work as mentioned in Para '4' and on **submission of "work carried out satisfactorily" certificate from the respective offices / Departments** as mentioned in Para '5'.

-Sd/-

(SHASHANK SHEKHAR)
ASSTT. COMMISSIONER OF CUSTOMS,
CHS SECTION, NCH, MUMBAI.

ANNEXURE 'II'

TECHNICAL BID FORM

TENDER NO.: F.NO. S/43-115/13-14 CHS

DATE:

SUB: - NOTICE INVITING TENDER FOR PROVIDING PEST CONTROL SERVICES IN THE OFFICES OF CUSTOMS DEPARTMENT UNDER THE JURISDICTION OF CHIEF COMMISSIONER OF CUSTOMS, MUMBAI ZONE - I, BALLARD ESTATE, MUMBAI - 01.

1	NAME OF THE CONTRACT	PEST Control services in the offices of Customs Department under the jurisdiction of Chief Commissioner of Customs, Mumbai Zone -I	
2	Name of the Tender / Co.		
3	Address		
4	Telephone No. /Fax No. / Mobile No.		
5	Name of the Contract person		
6	Type of Co. / firm- Prop/partnership / Pvt. Ltd. / Ltd.		
**	Particulars required	Yes/No.	Details
7	EMD Details @ Rs. 20,000/-		DD No. Date.....
8	Whether having PAN/GIR No.		
9	Whether having VAT/Sales Tax/Service Tax / GST Registration		
10	Whether having ISO 9001-2008 Certificate		
11	Whether having Shop and Establishment Registration Certificate		
12	Whether having Labour License.		
13	Whether having Membership of Pest Control association		
14	Whether having Agriculture License and License for stock and use of permissible Insecticide for commercial pest control operation.		
15	Whether having P.F. & ESIC Registration (attach payment challans for the last financial years)		
16	Whether any employee of the office of the Principal Commissioner of Customs (General) is on your board of directors or Share holder in your co. / firm.		
17	Have your any Director / partner / Prop. Been Convicted		
18	Whether Bank solvency certificate attached		

19	Has your Firm / Co. ever been black listed if yes, give the details.		
20	Any other information which Bidder may like to furnish (separate sheet may be enclosed if required.)		
21	Whether having 03 years of experience in such services to the government / Semi Government department / organizations.		
22	Whether turnover certificate from the Chartered Accountant enclosed		
Note i) Self attested copy of documentary proof for 8-13 must be furnished along with the tender application. ii) Any overwriting must be signed.			

Declaration

I / we hereby certify that information furnished above is true and correct to the best of my / our knowledge. I /We understand that if any deviation is found in above statement at any stage I/We shall be blacklisted and will not have any dealing with the department in future.

I hereby confirm that I am authorized to sign the Tender documents.

Date: _____

Sign: _____

Place: _____

Name: _____

Designation: _____

Co. name & Seal: _____

Annexure – ‘III’

Financial Bid Document

1. Name of the Party
2. Address (with telephone no.)
3. Name & address of proprietors / partners or directors
4. Quotations for 12 months charges (inclusive of all taxes) in Rupees-

Rate quoted and agreed to shall remain firm for entire contract period including extension.

Declaration

I / we hereby certify that information furnished above is true and correct to the best of my /our knowledge. I / we understand that any deviation is found in above statement in any stage I / we shall be blacklisted and will not have any dealing with the department in future.

I hereby confirm that I am authorised to sign the Tender documents.

Date: _____

Sign: _____

Place: _____

Name: _____

Designation: _____

Co. name & Seal: _____