

ANDREW YULE & COMPANY LIMITED

(A Government of India Enterprise)
8, Dr. Rajendra Prasad Sarani,
Kolkata – 700 001

INVITATION OF QUOTATION FOR PEST CONTROL AT THE COMPANY'S REGISTERED OFFICE

M/s. Andrew Yule & Company Limited – a Central Public Sector Enterprise (CPSE) under the Ministry of Heavy Industries and Public Enterprises having significant presence in the segment of Electrical & Engineering operations vis-a-vis Tea manufacturing is looking for rate contract of Pest Eradication at the Registered Office of the Company at 8, Dr. Rajendra Prasad Sarani, Kolkata 700 001 for a period of Three Years.

Schedule of Tender

1.	TENDER NO.	AYCL/HO/GD/Pest Control/02/2020 Dated. : 17/02/2020
2.	MODE OF TENDER	Offline submission of Part I - Techno-Commercial Bid and Part II - Price Bid for eligible Bidders (Annexure I & II)
4.	Date of publication of Tender through AYCL websites and Central Public Procurement Portal	17/02/2020
5.	Date of availability of NIT to the Vendors for downloading	17/02/2020
6.	Earnest Money and other document	<ul style="list-style-type: none">• “Earnest Money Deposit” of Rs.500.00 (Rupees Five Hundred only) may be paid by Cheque/D.D. in favour of Andrew Yule & Co Ltd., payable at Kolkata.• Annexure I with relevant documents along with EMD to be submitted in a sealed envelope marked as Technical Bid.• Annexure II & Annexure III to be submitted in a separate sealed envelope marked as Commercial Bid.
7.	Last date of submission of EMD & other documents to AYCL Ltd.	10/03/2020 upto 16.00 hrs.

The Bidder must submit their best rate in the prescribed format in Annexure I along with the following documents: -

- (i) Proof of Address
- (ii) Client List
- (iii) Particulars in respect of Permanent Account Number
- (iv) Particulars in respect of Service Tax Registration Number
- (v) Municipal Licence as renewed on date
- (vi) Details of Bank Account
- (vii) In case the Agency is a limited Company, copy of the Memorandum And Articles of Association duly certified by the Director or any other Officer
- (viii) Statement of Audited Accounts and Financial Results of the current year
- (ix) GST Registration Certificate
- (x) Payment Terms
- (xi) "Earnest Money Deposit" of Rs.500.00 (Rupees Five Hundred only) may be paid by Cheque/D.D. in favour of "**Andrew Yule & Co Ltd.**", payable at Kolkata.

Chemicals conducive to human organism should only be used while undertaking the Pest Control and anti-termite treatment. No chemical should be used which is harmful for human organism.

Other particulars furnished below:

Site: Registered Office

- a. Total area to be treated would be around 50,000 (Fifty Thousand) Sq. ft. approximately (Ground Floor, 1st Floor, 2nd Floor & Roof Top including kitchen). Chambers and wooden partitions to be also treated.
- b. Rest of the total area is covered by Quarters and Record storage rooms and Halls.
- c. The entire premises are surrounded by underground sewage line, which is to be treated at a regular interval.

Scope of work

Pest Control and Anti-Termite Treatment (Household Pests, Termites, Rodents Control Services).

Frequency of Treatment

To be done once in a Week (Saturday / Sunday or holiday only) with prior appointment.

Terms & Conditions:

- ✦ Payment will be made once in a month by RTGS/NEFT/A/c. Payee Cheques for which the party has to submit their bill/s with signed challan/s for the concerned month/s.
- ✦ The Company reserves the right to deduct any sum it deems fit and proper from the monthly bill due to unsatisfactory performance.
- ✦ Complaints, if any towards the job done by the party is to be attended and rectified urgently at free of cost. If the party fails to provide satisfactory result in two successive occasions, Company reserves the right to determine the agreement and get the things done by any other means as it feels proper.
- ✦ The Bidder must have an Office in West Bengal preferably in Kolkata or nearby city.

✦ Bidders may visit the site at “Yule House” 8, Dr. Rajendra Prasad Sarani, Kolkata 700001 on any working day between 10.00 am to 5.00 pm before submitting the Bid.

✦ The Bidder must provide the name and contact details (Mobile Number, Email ID) of a person for further query regarding the bid.

Sealed quotations to be submitted after assessment of the job and the same to be sent to General Manager (P&A) at ‘Yule House’ 8, Dr. Rajendra Prasad Sarani, Kolkata – 700001 superscribing the envelope as quotation for **“INVITATION OF QUOTATION FOR PEST CONTROL SERVICES”**.

Last Date for submission of Application is 10th March, 2020.

The Company reserves the right to accept or reject all or any of the offers without assigning any reason whatsoever. Canvassing in any form will summarily reject the application. Canvassing in any form will be treated as a disqualification. The company reserves the right to reject all or any of the Applications received without assigning any reason. Applications received incomplete and/or after due date will be summarily rejected. The Company will not be responsible for any postal delay.

ANNEXURE I

Please mark ✓ or ✗ for the photocopies of documents enclosed with the Bid and mark the page number in the photocopy: -

- ☐ **Proof of Address** → Pg. Nos. →
- ☐ **Client List** → Pg. Nos. →
- ☐ **Particulars in respect of Permanent Account Number** → Pg. Nos. →
- ☐ **Particulars in respect of Service Tax Registration Number** → Pg. Nos. →
- ☐ **Municipal Licence as renewed on date** → Pg. Nos. →
- ☐ **Details of Bank Account** → Pg. Nos. →
- ☐ **In case the Agency is a limited Company, copy of the Memorandum and Articles of Association duly certified by the Director or any other Officer** → Pg. Nos. →
- ☐ **Statement of Audited Accounts and Financial Results for last 3 (three) years** → Pg. Nos. →
- ☐ **GST Registration Certificate** → Pg. Nos. →
- ☐ **Payment Terms** → Pg. Nos. →
- ☐ **EMD of Rs. 500.00 by Cheque/D.D. in favour of Andrew Yule & Co Ltd., payable at Kolkata** → Pg. Nos. →

Rates for Pest Control at the Registered Office of the Company: -

Sl. No.	Description of Work	Frequency	Monthly Rate for Pest Control Once in a Week excluding GST.	Monthly Rate for Pest Control Once in a Week including GST.
1	The entire Registered Office at the Yule House, 8 Dr. Rajendra Prasad Sarani, Kolkata 700 001 to be treated (approximately 50,000 sqft) including Ground Floor, 1 st Floor, 2 nd Floor, Roof Top, Kitchen, Canteen, Quarters, Record storage rooms, Halls, Wooden Partitions, Wardrobe, etc with Pest Control and Anti-Termite Treatment (Household Pests, Termites, Rodents Control Services).	Once in a Week (Saturday / Sunday or holiday only) with prior appointment)		

In Words: _____