



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

NOIDA CAMPUS

Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P

Tel: 0120-6678515 – 8419 | Fax: 0120-6678506

Website: www.iiml.ac.in | E-mail: purchase_iimlnc@iiml.ac.in

RFQ

Tender No: IIML-NC/PEST CONTROL SERVICES/2023-24/03 dated 18/12/2023

**RFQ FOR PROVIDING PEST CONTROL SERVICES AT
IIML NOIDA CAMPUS**



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS

Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P

Tel: 0120-6678515 – 8419 | Fax: 0120-6678506

Date: 18.12.2023

RFQ FOR PROVIDING PEST CONTROL SERVICES AT IIML NOIDA CAMPUS

Dear Sir,

Indian Institute of Management Lucknow, Noida Campus invites RFQ from Indian reputed and experienced firms to provide pest control services at Indian Institute of Management Lucknow, Noida Campus, B-1, Institutional Area, Sector-62, Noida 201307 (U.P). The RFQ document may be seen and downloaded from the website, as per the schedule given below:

IMPORTANT INFORMATION

Name of work	:	Providing pest control services at Indian Institute of Management Lucknow, Noida Campus, Plot B-1, Sector-62 Noida UP 201307.
Earnest Money Deposit	:	Rs 20,000/- (Rupees Twenty Thousand only) Payee Name - INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS Banker Name - AXIS BANK LTD. Account Number - 022010100356060 IFSC Code -- UTIB0000022
Period of Contract	:	Total-03 (three) Years
Date of issue of tender document	:	18 th December 2023
The last Date for submission of the complete tender document	:	Monday 08 th January 2024 at 2:00 PM
Pre-Bid Meeting Date & Time and Venue	;	Friday 29 th December 2023 at 10:30 AM Meeting Room IIM, Lucknow Noida Campus, Plot B-1 Sector -62 Noida UP 201307.
Date of opening of Technical Bid	:	Monday 08 th January 2024 at 3:00 PM
Date of opening of Financial Bid	:	This will be intimated later on
Date of starting of work	:	At the earliest or as per the date of the Work Order

NOTE: - #

- I. Initially, the contract will be awarded for one year.
- II. Post completion of One year, the contract may be extended further (1+1) subject to satisfactory services on mutual terms & and conditions agreed upon.
- III. The total period of the contract will be three years.

Head Administration
Indian Institute of Management Lucknow
Noida Campus



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS

B-1, Sector 62, NOIDA – 201 307 (UP)

Website: www.iiml.ac.in; E-mail:- purchase_iimlnc@iiml.ac.in

Contact No. 0120-6678515

ANNEXURE - I

1. INTRODUCTION

The Indian Institute of Management Lucknow is one of the premier management institutes in the country established by the Government of India, Ministry of Human Resources Development. IIM Lucknow expanded its area of influence in the realm of management education by becoming the first IIM to set up a satellite campus exclusively for Executive Education at Noida, a suburb of New Delhi in the National Capital Region.

We are looking for experienced firms to provide pest control services at the Indian Institute of Management Lucknow, Noida Campus, B-1, Institutional Area, Sector-62, Noida 201307 (U.P).

2. ELIGIBILITY CONDITIONS

- a) The bidder shall have experience of at least 3 (Three) years or more work experience in this field as of 31st December 2023. The bidder must have working experience of Central Govt./State Govt. Sector/PSU/IIT/NIT/IIM/Universities/Private etc. Provide a List of Customers along with the details of the contact person, Tel. Nos. Fax, and complete address.
- b) The bidder should have a valid license to stock and use permissible insecticide for commercial pest control operations.
- c) The bidder should have registered for GST with the concerned authorities (Copies to be enclosed with the Technical Bid).
- d) The bidder should be Membership of the Pest Control Association of India (PCAI) (having a valid license).
- e) The bidder shall not be blacklisted by any organization.
- f) The bidder should have his/her office in Delhi & NCR Region.

3. Application Process

Sealed Quotations are invited from the interested and eligible companies, under the two-bid system.

The sealed main envelope should further contain two respective sealed envelope(s) consisting of duly filled, signed, stamped, and sealed quotations for the Technical Bid (Annexure-A) and Financial Bid (Annexure-B)

The main envelope should be Superscribed with the Heading at the top:

Application for 'RFQ for Providing pest control services at Indian Institute of Management Lucknow, Noida Campus, Plot B-1, Sector-62 Noida UP 201307.'

Addressed to:

Head - Administration, Noida campus

Indian Institute of Management Lucknow - Noida campus

B-1, Institutional Area, Sector – 62, Noida -201307, Uttar Pradesh, India

At the bottom:

From: (Organization's Name, Address, and Details)

The tender document containing eligibility criteria, scope of work, terms & and conditions can be downloaded from www.iiml.ac.in

Last date of submission: 08th January 2024 (Monday) by 02:00 pm

Quotations received after the due date shall not be accepted. The quotation should either be sent by speed post/Registered Post/Courier services/by hand.

4. SCOPE OF WORK

- I. Disinfection Providing Pest Control Service at IIM, Noida Campus with all necessary tools, machinery, and pesticides along with required manpower. The frequencies of all the following services are as mentioned below: -
- II. General Pest Control/ Anti Termite which means eradication of Cockroaches, Mosquitoes, Rats, Flies, Lizards, Termites, etc. through permitted insecticides as per the Government of India and WHO norms. The Pest control should cover all the places like spray under the tables, chairs, and Almirahs, on and around the pile of files, on wooden furniture, on false ceilings, on all staircases, on the lift lobby, on all toilet drain ducts, shafts, on all pantry rooms, in all stores and any hidden space under the furniture and should leave no space unattended.
- III. Rodent Control: Rodent control should be done as per orders and instructions on the subject.
- IV. 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 cost.
- V. The service provider needs to ensure that related Pest Control Management work is carried out according to industry codes of practice and regulations.
- VI. The service provider strictly uses required Chemicals/Insecticides etc as per the norms of the Government of India and the WHO
- VII. The service provider should provide details (Brand/Make) in advance of the related pesticides/insecticides/chemicals etc to be used at the site. Or use as under: -.

- a. For General Pest Control- Responder/K-O Trhin (Brand- Dayercorp science)
 - b. For Termite: Premise chemical
 - c. For Bed Bugs: Tempride chemical
 - d. For Honey Bee Removal: As per standard procedure
 - e. For Rodent: Bromodio Nal/Guluetrapp chemical
 - f. For Fogging: King Fog chemical
 - g. For Water Stagnant: Bi-Larv chemical
- VIII. All issues related to Bed bug, Honey bee removal, termite treatment, etc. (in the premises) will be covered in the AMC and needs to be addressed appropriately.
- IX. To attend to all complaints promptly and effectively in a bound manner. To cover calls before 12 noon on the same day, and thereafter on the following day as follows.
- X. The pest control should be done every week (thrice a week on alternate days i.e. Tuesday, Thursday, and Saturday) and the fogging will be done on every week Saturday. The day may be changed/alterd as decided by the Estate Officer.

Pest Control Services are required at the following buildings/areas on the Campus:

S.No	Key Focus Area	Pest Control Activity	Frequency & Approx. Area in Sq. Meter
1	Administrative Block	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 5471 sq.m
2	Academic Block,	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 3605 sq.m
3	Executive Center	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 4288 sq.m
4	Executive Hostel	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 4970 sq.m
5	Auditorium Building	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 4122 sq.m
6	Faculty Residence	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 3612 sq.m
7	Dormitory & Substation	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 579 sq.m
8	Dining Kitchen	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 882 sq.m
9	Open Vegetative area	Fogging around the building area & fumigation on other vegetative area	Weekly
10	Water Stagnant area	STP plant, Softening plant, Pump house & other water stagnant identified area	Weekly
11	Campus inside drain	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly

5. **Validity of the contract:** The contract shall be initially for a period of one year from the date of the start of the contract. However, the contract may be extended for a further period of two years on mutual consent. IIML, Noida Campus reserves the right to terminate the contract by giving 15 days' notice and without assigning any reason thereof.

6. TERMS & CONDITIONS:

- i. The technical and financial bids must be submitted in the prescribed format as prescribed in Annexure-A and Annexure-B respectively.
- ii. Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, at all, under any circumstances.
- iii. Agencies are advised to visit the place of work to ensure the nature and volume of work realistically before quoting the rates.
- iv. The RFQ which is submitted by the bidders without required supported documents as per tender notice, shall be rejected. The bidder incorporating additional Term & conditions are also liable to be rejected.
- v. The RFQ should be accompanied by an earnest money deposit (EMD) of Rs. 20,000/- (Rupees Fifteen Thousand only) shall be deposited in the below-mentioned Institute's Account and share the UTR number and date of Transaction in the Technical bid:-

Payee Name- INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS
Banker Name - AXIS BANK LTD.
Account Number- 022010100356060
IFSC Code -- UTIB0000022
- vi. Tender documents submitted in incomplete shape or beyond the stipulated period shall not be entertained under any circumstances. The Director, Indian Institute of Management, Lucknow reserves the right to reject one or all the tenders without assigning any reason. No claim, whatsoever, shall be entertained on this account.
- vii. Micro and Small Enterprises (MSEs) as defined in the MSE Procurement Policy issued by the Department of Micro, Small and Medium Enterprises (MSME) or the firms/ Bidders who are registered with the Central Purchase Organization or the concerned Ministry or Department or Start-ups as recognized by Department of Industrial Policy and Promotion (DIPP) are exempted from depositing EMD. However, the performance security shall be obtained from the successful bidder irrespective of their registration status, etc
- viii. The Director, of IIM Lucknow reserves the right to accept or reject any or all tenders received by it without assigning any reason whatsoever. The Institute also does not bind itself to accept the lowest bid.
- ix. No support of manpower, material, cartage transport, etc. will be provided by the Institute. All these have to be arranged by the contractor at their own cost.
- x. **The quoted rates should include the cost of pesticides and related labor and transportation charges. The chemicals/pesticides used by the agency be purchased from a reputed concern and should be ISI Marked and/or WHO-approved.**

- xi. The rates should be mentioned in figures as well as in words exclusive of taxes and levies.
- xii. The IIM Lucknow Institute reserves the right to curtail or enhance the scope of work either by deletion of certain items entirely or by reducing/increasing/right to relax/withdraw any of the terms and conditions mentioned in the Tender Document to overcome any problem encountered during the selection of the bidders and also during the execution of the contract in the interest of IIML NOIDA CAMPUS. The quantities of certain items as required and reviewed by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent of work carried out.

7. PERFORMANCE SECURITY:

- a) The successful bidder shall be required to deposit an amount equal to 10% of the contract value within 15 days of the issue of the letter of intent, as Performance Security.
 - b) Performance security shall be submitted in the form of a Demand draft drawn in favor of "Indian Institute of Management Lucknow, Noida Campus", payable at Noida **OR** by way of a Bank Guarantee valid for 14 months.
 - c) Performance Security will be discharged after completion of the contractor's performance obligations including warranty under the contract.
 - d) If the contractor fails or neglects any of his obligations under the contract IIML, Noida Campus reserves the right to forfeit either the whole or any part of the Performance security furnished by the bidder as a penalty for such failure.
8. **PAYMENT:** Payment to the successful bidder shall be released on monthly basis on the submission of the Log Book for the services rendered in the particular month along with the Invoice.
9. **VALIDITY OF TENDER:** Rates quoted by the Firm shall remain valid for a period of 120 days or more.
10. TDS and any other Government levies applicable shall be deducted from the bill amount as per Government of India instructions issued from time to time.
11. The successful bidder/contractor on acceptance of his/their quotation by accepting authority; shall commencement of work, and shall sign the **MOU (Annexure - D)** with the Institute within 15 days from the stipulated date.
12. IIML, Noida Campus reserves the right to terminate the Contract at any point in time without assigning any reason. The Institute reserves the right to accept or reject any tender, in whole or in part thereof, without assigning /specifying any reason thereof.



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS

B-1, Sector 62, NOIDA – 201 307 (UP)

Website: www.iiml.ac.in; E-mail: - purchase_iimlnc@iiml.ac.in

Contact No. 0120-6678521, 8545

ANNEXURE - A

PART-A: - TECHNICAL BID

Indian interested and reputed agencies who have been in the trade for a minimum of 5 (five) years are requested to submit a tender. Technical bid should be accompanied by details of the firm along with copies of the following verified documents (**wherever applicable**)/details:

S. No	Details	Pest control services
1	Name of the firm	
2	Registration No. of the firm (Enclose a copy of the certification)	
3	Year of establishment of the firm (Enclose a copy of the certification)	
4	(i) Name of the owner	
	(ii) Phone/Mobile	
	(iii)E-mail address	
5	PAN No (enclose a copy of the certification)	
6	GST No. (enclose a copy)	
7	TAN No./ TIN No. (as applicable)	
8	Profile of the firm	
9	Total No. of work Experience as of 31 st December 2023.	
10.	Do you have a total experience of at least 3 (three)years or more work experience in this field as of 31 st December 2023? Out of five years do you have 2 (two) years of working experience of Central Govt./State Govt. Sector/PSU/ IIT/NIT/IIM/Universities.	
11	Valid license to stock and use permissible insecticide for commercial pest control operation. Insecticide License No. with date	
	(i) Turnover in the last two years	
	(ii) List of similar work done/ in hand	
10.	Membership of the Pest Control Association of India (PCAI) (enclose a copy of the certification)	

11.	Do you have an office in Delhi & NCR region? (enclose a copy of the certification)	
12.	License to stock and use insecticides for commercial pest control operations (enclose a copy of the certification).	
13.	Do you have been blacklisted by any organization	
14.	Any other information firm wishes to give in support their experience	

I/We hereby declare that I/We have visited the IIML NC site and fully acquainted myself /ourselves with the local situation regarding materials, labor, and other factors pertaining to the work before submitting this tender. I hereby agree to abide by all the terms & conditions of this tender document.

Date:

Signature of the Contractor (or) His authorized signatory
with the seal

S. No	Description of Pest Control services	Chemicals/ Insecticides Name permitted as per Government of India and WHO norms which will be used
1.	Extermination of flies and mosquitoes by fogging.	
2.	Extermination of cockroaches, by spraying of chemicals or by application of gel.	
3.	Extermination of carpet bugs, cobwebs, silverfish, lizards, crickets, etc.	
4.	Glue trap should be placed for trapping at rodent points	
5.	Rodents and mice control service	

(Signature of Owner/ Authorized Representative)



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS

B-1, Sector 62, NOIDA – 201 307 (UP)

Website: www.iiml.ac.in; E-mail:- purchase_iimlnc@iiml.ac.in

Contact No. 0120-6678515, 8419

Tender No: IIML-NC/PEST CONTROL SERVICES/2023-24/03

dated 18/12/2023

ANNEXURE - B

FINANCIAL BID

Pest Control Services are required at the following buildings/areas on Campus:

S.No	Key Focus Area	Integrated Pest Control Activity	Frequency & Approx. Area in Sq. Meter	Rate Per Week (Rs.)	Rate Per Month (Rs.)
1	Administrative Block	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 5471 sq.m		
2	Academic Block,	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 3605 sq.m		
3	Executive Center	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 4288 sq.m		
4	Executive Hostel	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 4970 sq.m		
5	Auditorium Building	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 4122 sq.m		
6	Faculty Residence	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 3612 sq.m		
7	Dormitory & Substation	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 579 sq.m		
8	Dining Kitchen	General Pest Control & Anti Termite for Mosquito, Flies, Cockroach, Rodent Control	Weekly 882 sq.m		
9	Open Vegetative area	Fogging around the building area & fumigation on other vegetative areas	Weekly		
10	Water Stagnant area	STP plant, Softening plant, Pump house & other water stagnant identified area	Weekly		

NOTE:-

- I. The quoted rates should be without GST. GST will be EXTRA as per norms
- II. The quoted rates should include the cost of pesticides and related labor and transportation charges.
- III. The chemicals/pesticides used by the agency be purchased from reputed concerns and should be ISI Marked/ISO certified/and/or WHO approved.

DECLARATION FORM

- I. I have physically inspected the premises and understand the volume of work and I agree to the terms and conditions laid down in the letter inviting tender.
- II. I/We hereby declare that I/We have visited the IIML NC site and fully acquainted myself /ourselves with the local situation regarding materials, labor, and other factors pertaining to the work before submitting this tender.
- III. I/We hereby declare that I/We have carefully studied the terms & conditions of the contract, specifications, and other tender documents of this work and agree to execute the same accordingly.
- IV. I/We certify that we have carefully read each and every working condition and the scope of work given in the BID document and having understood the same we confirm our acceptance without any condition or deviation.
- V. I/We have read the terms and conditions of the tender document and understand that in case any of the statements furnished by the undersigned is found to be false OR if any/all the terms and conditions are not complied with, the tender is liable to be canceled and the earnest money deposited shall be forfeited by IIML NC.

Signature of Authorized Signatory

Name of the agency with seal

ANNEXURE-“C”

To,

**The Director
Indian Institute of Management Lucknow
Noida Campus
Plot B-1 Sector -62 Noida UP 201307.**

Subject:-: Non-Blacklisting declaration in reference to the Tender No: IIML-NC/PEST
CONTROL SERVICES/2023-24/03 dated 18/12/2023

Dear Sir,

This is to notify you that our Firm/Company/Organization intends to submit a proposal in response to the invitation to provide services Disinfection/Sanitization Services and pest control services at IIM Lucknow Noida Campus, Plot B-1, Sector-62 Noida UP 201307. In accordance with the above we declare that our Firm/Company/Organization does not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.

We are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Date :

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE - "D"

MEMORANDUM OF UNDERSTANDING

Whereas, the Indian of Management Lucknow, Noida Campus, B-1, Sector-62, Noida-201307, UP (as the 1st party) wants to engage M/s _____ (as the 2nd party) for the Annual Maintenance Contract for Pest Control Services in various buildings of Noida campus for which a Memorandum of Understanding is laid down hereunder:

1. That the 1st party shall intimate to 2nd party regarding any complaint and deficiencies about Pest Control Service on phone/in writing.
2. That 2nd party on receiving complaint shall get it attended at IIM Lucknow's, Noida Campus on the same day, if complaint is received between 10:00 AM to 1:00 PM. In case of complaint received between 1:00 PM to 8:00 AM, the same shall be attended on the next working day.
3. That in the event of complaint not being attended for technical reasons, if any, the same shall be brought to the notice of the 1st party by the 2nd party (name of the party).
4. That all the Pest Control Services shall be carried out with due care, sincerity and honesty.
5. That the said pesting shall be attended as per schedule.
6. In case of any delay in attending pasting services beyond the stipulated period mentioned in clause 2, a penalty of Rs.500/- per such delay will be levied on the 2nd party, per day.
7. That all the legal matters shall be subject to NOIDA Jurisdiction.
8. That period of the Contract shall be for one year w.e.f. _____
9. That the 1st party shall make quarterly payment to the 2nd party @ Rs. ___ per quarter after the completion of each quarter of the service charges only. The total annual maintenance cost for one year will be Rs. _____ and the quarterly payment will be Rs. _____.
10. Payment to the successful bidder shall be released on Quarterly basis on submission of Log Book for the services rendered in the particular quarter along with Invoice.
11. That this agreement shall be effective from -----to ----- for a period of one year, extendable for one more year at the same rate, terms and conditions on mutual agreement.
12. If the services of party are not found satisfactory, at any stage, Institute will have the right to with-hold the payment & terminate the services of the party.

**On behalf of
Indian Institute of Management
Lucknow-Noida Campus**

Name/Status

1st Party

Date:

Witness

**On behalf of
M/S _____**

Name/Status

2nd Party

Date:

Witness