M/s.

Mahoday/ Dear Sir,

The contractor during 2018-19, 'G' Block, Bandra to 31.03.2022 for the period 01.07.2021 to 31.03.2022:

NABARD invites tenders for the pest control treatment works at its Head Office Building and following residential colonies in Mumbai for the period 01.07.2021 to 31.03.2022.

The contract is renewable (One year at each time) for 2022-23 and 2023-24 subject to the satisfactory performance of the contractor during 2021-22 and other terms and conditions of the contract.

<table>
<thead>
<tr>
<th>SN</th>
<th>स्थान/ Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NABARD प्रधान कार्यालय बिल्डिंग, बांद्रा-कुर्ला कॉम्प्लेक्स, मुंबई / NABARD Head Office Building, Bandra Kurla Complex</td>
</tr>
<tr>
<td>2</td>
<td>NABARD हाउस, बांद्रा-कुर्ला कॉम्प्लेक्स, मुंबई NABARD House, Bandra Kurla Complex, Mumbai</td>
</tr>
<tr>
<td>3</td>
<td>NABARD नगर, ठाकुर कॉम्प्लेक्स, कांदविली (पूर्व), मुंबई NABARD Nagar, Thakur Complex, Kandivali (East), Mumbai</td>
</tr>
<tr>
<td>4</td>
<td>NABARD स्वेट कार्ट्स, दादर पार्क, गाटकोपर (पश्चिम), मुंबई / NABARD Staff Quarters, Damodar Park, Ghatkopar (W)</td>
</tr>
<tr>
<td>5</td>
<td>कृषि विकास सदन, दादर और NABARD ऑफिसर्स कार्ट्स, नेसले II, लोअर परेल, मुंबई / Krishi Vikas Sadan, Dadar and NABARD Officers Quarters, Nestle II, Lower Parel, Mumbai</td>
</tr>
<tr>
<td>6</td>
<td>NABARD पार्क, क्षिरा नगर, सांताकुड़ (पश्चिम), मुंबई NABARD Park, Khira Nagar, Santacruz (W), Mumbai</td>
</tr>
</tbody>
</table>
We invite you to submit tender for the captioned works. The offer shall be in two parts, viz., Technical Bid and Price Bid(s). The technical bid shall be one for all locations while Price Bids shall be filled and submitted for all locations/groups separately (one price bids) in the prescribed tender document enclosed. The Price Bid for each location has to be submitted in separate sealed cover super scribed with name of the location on the envelope.

2. निविदा में नीचे वर्णित विवरण के अनुसार ईएमडी राशि सीधे नाबार्ड के वर्तमान खाते में जमा की जाएगी –

<table>
<thead>
<tr>
<th>Name of Account</th>
<th>NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>BANK NAME</td>
<td>NABARD</td>
</tr>
<tr>
<td>BRANCH NAME</td>
<td>HEAD OFFICE, MUMBAI</td>
</tr>
<tr>
<td>IFSC code</td>
<td>NBRD00000002</td>
</tr>
<tr>
<td>Account Number</td>
<td>NABADMN07</td>
</tr>
</tbody>
</table>

उसी के लिए काउंटरफिल / रसीद / लेनदेन का विवरण निविदा के साथ संतान किया जाना चाहिए।
ईएमडी के बिना निविदा सही तरीके से खारिज कर दी जाएगी। ईएमडी / आरएमडी पर कोई ब्याज की अनुमति नहीं है।

The EMD amount shall be directly credited to NABARD account as detailed below –

<table>
<thead>
<tr>
<th>Name of Account</th>
<th>NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>BANK NAME</td>
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<tr>
<td>IFSC code</td>
<td>NBRD00000002</td>
</tr>
<tr>
<td>Account Number</td>
<td>NABADMN07</td>
</tr>
</tbody>
</table>

Counterfoil/ receipt/transaction detail for the same has to be enclosed with the tender. The Tender without EMD shall be rejected out rightly. No interest is allowed on the EMD/RMD.
3. The location/group/colony for which EMD is submitted may be specifically mentioned on the back side of each Counterfoil/receipt/transaction details. Tenders without EMD will be rejected for that particular location/colony.

<table>
<thead>
<tr>
<th>SN</th>
<th>Location</th>
<th>EMD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NABARD Head Office Building, Bandra Kurla Complex, Mumbai</td>
<td>Rs. 13000.00</td>
</tr>
<tr>
<td>2</td>
<td>NABARD House, Bandra Kurla Complex, Mumbai</td>
<td>Rs. 6000.00</td>
</tr>
<tr>
<td>3</td>
<td>NABARD Nagar, Thakur Complex, Kandivali (East), Mumbai</td>
<td>Rs. 14000.00</td>
</tr>
<tr>
<td>4</td>
<td>Staff Quarters, Damodar Park, Ghatkopar (W)</td>
<td>Rs. 6000.00</td>
</tr>
<tr>
<td>5</td>
<td>Krishi Vikas Sadan, Dadar and NABARD Officers Quarters, Nestle II, Lower Parel, Mumbai</td>
<td>Rs. 6000.00</td>
</tr>
<tr>
<td>6</td>
<td>NABARD Park, Khira Nagar, Santacruz (W), Mumbai</td>
<td>Rs. 4000.00</td>
</tr>
</tbody>
</table>

5. Tenderers are advised to visit the office building and colony as stated above, to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from the Bank before quoting their rates. Sealed tender in the prescribed tender document should be addressed by name to, "Shri. B. R. Pattanaik, Chief General Manager, Department of Premises, Security & Procurement, National Bank for Agriculture and Rural Development, (Ground Floor-A wing), Bandra-Kurla Complex, Bandra (East), Mumbai: 400 051".

6. The Technical Bid along with separate EMD (individual) for relevant location / colony may be submitted in sealed envelope superscribed "Technical Bid and EMD: Annual Maintenance Contract for the Pest Control Treatment for the period from 01.07.2021 to 31.03.2022".
The price bid for each location/colony has to be submitted in sealed envelopes with superscription "Price Bid (Location/colony: ______): AMC for the Pest Control Treatment for the period from 01.07.2021 to 31.03.2022".

7. क/ा. इस बात की सावधानी बरतें कि मूल्य बोली केवल अलग लिफाफे में ही प्रस्तुत की जाएः।

Care should be taken to submit price bid in separate envelopes only.

8. तकनीकी बोली और मूल्य बोली के अलग-अलग लिफाफे को एक बड़े लिफाफे में रखा जाए जिस पर “………… (स्थान जिनके लिए मूल्य बोली कोट की गई है) के लिए वर्ष 01.07.2021 से 31.03.2022 के लिए पेस्ट कंट्रोल ट्रिटमेंट के लिए वार्षिक रखरखाव संविदा” लिखा जाएः।

The technical bid and price bids in separate envelope may be put in a bigger envelope and super scribed with “AMC tender for the Pest Control Treatment for year 01.07.2021 to 31.03.2022 for ………….. (Names of the location for which price bid is quoted)”.

8. हर प्रकार से पूर्ण निविदा का लिफाफा जिस पर निविदाकर्ता के विविध हस्तक्षेप है और आवश्यकतानुसार मुहरबंद है, को प्रधान कार्यलय परिसर के ‘ए’ बिंग में तल मंजिल पर रखे निविदा बॉक्स में अधिक से अधिक 08/04/2021 को 14.00 बजे तक या डीपीएसपी के परिसर अनुभाग में दिया जाएः।

The envelope containing the tender complete in all respects, duly signed by the tenderer and sealed as necessary, should be dropped in the tender box available in the Ground Floor, ‘A’ wing of Head Office premises latest by 14.00 Hours on 08/04/2021 or may be given to Premises Section in DPSP.

8. क/ा. किसी भी परिस्थिति में विलंब से प्राप्त निविदाएँ स्वीकार नहीं की जाएः।

Late tenders will not be accepted under any circumstances.

9. 08/04/2021 को 15.00 बजे उक्त पते पर निविदाकर्ता या उनके प्राधिकृत प्रतिनिधियों जो उपस्थित रहना चाहते हैं की उपस्थिति में तकनीकी बोलियाँ खोली जाएः। मूल्य बोली वाद में खोली जाएः और निविदाकर्ताओं द्वारा प्रस्तुत दस्तावेजों की संवेदना के बाद मूल्य बोलियों के खोलने की तारीख के संबंध में अवगत कराया जाएः। यह नोट किया जाए कि केवल उन निविदाकर्ताओं की मूल्य बोलियों के लिफाफे खोले जाएः जिन्होंने पात्रता-पूर्व मानदंड/ तकनीकी बोली में निर्धारित आवश्यकताओं का अनुपालन किया है। इस संबंध में बैंक का निर्णय अंतिम होगा है। यद्दि निविदाकर्ता बैंक को संतुष्ट करने में असफल होता है तो बैंक निविदा अस्वीकार करने और मूल्य बोली न खोलने का अंदाजा सुरक्षित रखता है।

The Technical Bids will be opened on 08/04/2021 by 15.00 hrs. at the above address in the presence of the tenderers or their authorized representatives who choose to be present. Opening of Price Bid shall be done at a later date which shall be intimated after scrutiny of the documents submitted by tenderers. It may be noted that Price Bid envelopes shall be opened only in respect of those
tenderers who have complied with the requirements as laid down in Pre-
Qualification criteria/technical bid. The decision of the Bank in this regard shall
be final. In the event of intending tenderer’s failure to satisfy the Bank, the Bank
reserves the right to reject the tender and not to open the price bid.

10. यदि निविदाएं प्राप्त होने और खोलने की अंतिम तारीख को नाबाड बैंक के लिए अवकाश का दिन है
तो निविदाओं की प्राप्ति और उन्हें खोलने का कार्य अगले कार्य दिन को समय और स्थान में परिवर्तन
किए बिना किया जाएगा।

If the last date of receipt of opening of the tenders happens to be a holiday for
NABARD, then the receipt and opening of the tenders shall be shifted to next working
day without change of time and venue.

11. यदि कोई बोलीकर्ता निर्धारित आवश्यकताओं में परिवर्तन का प्रस्ताव देता है तो निविदा को
खींचना नहीं किया जाएगा। नाबाड बैंक कि संबंधित निविदा को कोई भी कारण दिए बिना पूर्ण रूप से या उसके
किसी भाग को खींचना या अस्वीकार करने का अधिकार सुरक्षित रखता है। नाबाड न्यूनतम या किसी
भी निविदा को खींचने के लिए बाध्य नहीं है। निविदाकर्ताओं को यदि आवश्यकता हो तो दरों की
संवीकृति के लिए दरों का विश्लेषण नाबाड बैंक को प्रस्तुत करना चाहिए।

The tender will be rejected if any bidder proposes any deviation from the prescribed
requirement. NABARD reserves its right to accept or reject any tender, either in whole
or in part, without assigning any reasons for doing so. NABARD does not bind itself to
accept the lowest or any tender at all. Tenderer shall have to furnish Rate Analysis for
the scrutiny of rates by NABARD, if required.

11(i). जो निविदाएं नाबाड की सभी या किसी भी शर्त को पूरा नहीं करती है या किसी भी प्रकार से
अपूर्ण है और निविदाकर्ता की अपनी विशेष शर्तों के साथ प्रस्तुत निविदाएं अस्वीकार की जाएँगी।

Tenders which do not fulfill all or any of NABARD’s conditions or are incomplete in
any respect and tenders with the tenderer’s own special conditions are liable to be
rejected.

11(ii) सफल बोलीकर्ता को प्रविशित दरों के अनुसार गैर-आंतरित डायम्प पत्र पर संतान मानक फॉर्मेट
(करार का अनुसूची) में कार्य आदेश (अपरोड़ी) होने की तारीख से 14 दिनों के भीतर नाबाड के साथ करार
निर्णय दिया गया होगा अत:त: बोलीकर्ता की बयान राशि को जब्त किया जाएगा।

The successful bidder shall execute an agreement with NABARD at his cost on
non-judicial stamp paper in accordance with the standard format enclosed (articles of
agreement) within 14 days from the date of issue of work order failing which bidders
EMD may stand forfeited.

12. यदि निविदा दस्तावेजों को कार्य विसंगति, चूक, अस्पष्टता है या उनके अर्थ के संबंध में कोई
आशंका है तो उनके बारे में लिखित रूप में “मुख्य महाप्रबंधक, परिसर, सुरक्षा और अधिप्राप्ति विभाग,
नाबाड” को रिपोर्ट करना होगा। संबंधित विभाग प्रश्नों की समीक्षा करेगा और मांगी गई जानकारी के
संबंध में स्पष्ट रूप से उल्लेख नहीं किया गया है तो नाबाड भी निविदाकर्ताओं को स्पष्टकरण जारी
करेगा, जो निविदा दस्तावेज का एक भाग होगा। निविदा दस्तावेजों की विसंगति, चूक, अस्पष्टता या उनके
अर्थ के संबंध में किसी भी प्रकार की आशंका के बारे में यदि नाबाड को निविदा प्रस्तुत करने की तारीख
से पांच कार्य दिन पहले अवगत नहीं कराया जाता है तो उसके लिए नाबाड जिम्मेदार नहीं होगा।

Any discrepancies, omissions, ambiguities in the tender documents, if any, or any
doubt as to their meaning should be reported in writing to the “Chief General Manager,
13. If queries are not clearly indicated or specified, NABARD will issue clarifications to all the tenderers, which will become part of the Tender Document. NABARD will not be responsible if the discrepancies, omissions, ambiguities, or doubts as to their meaning are not brought to the notice of NABARD before five working days prior to the date of submission of the tender.

Tenderers are advised to ensure strict observance of commercial aspect of the tender and note the following points:

I. The Contract period will be from 01/07/2021 to 31/03/2022. The same may be renewed for two more years (one year at each time) if services are found satisfactory as per mutual agreed terms and conditions. The renewal shall be on sole discretion of NABARD.

II. Validity of offer will be for 90 days from the date of opening of price bids.

III. The EMD of successful tenderers (for location / colony) shall be retained by NABARD towards Security Deposit (SD). The quantum of security deposit shall be 5% of the annual contract amount in respect of each location/colony. The successful tenderer has to submit the balance amount of security deposit within 10 days of issue of work order. Security Deposit will be refunded after the expiry of the contract period. SD will not bear any interest.

You may visit the colony and to seek required clarifications, if any, you may also contact NABARD, DPSP (Premises Section), Ground Floor, A Wing, Bandra Kurla Complex, Bandra (E), Mumbai.

14. This Notice Inviting Tender (NIT) shall also form part of the tender document.
15. A pre-bid meeting has been arranged on 31/03/2021 at 12.00 Hrs in Ground Floor, A Wing, DPSP, NABARD, BKC, Mumbai. You may attend the meeting after understanding the scope of work and visiting the sites to seek required clarification, if any.

16. For any further clarification, the applicant may contact on 022-2653 9225 and 022-2653 9022 during office hours.

भवदीय/ Yours faithfully

Sd/-

(मनोज कुमार गुप्ता/ Manoj Kumar Gupta)
उप महाप्रबंधक/ Dy. General Manager
संलग्न: निविदा दस्तावेज/ Encl: Tender Document
Tender
For
Annual Maintenance Contracts for
Pest Control Treatment at
NABARD’s Head Office Building and 06 Residential Colonies in Mumbai for the period 01.07.2021 to 31.03.2022

Department of Premises, Security and Procurement,
NABARD Head Office
Gr. Floor, A Wing, C-24, G Block,
Bandra Kurla Complex, Bandra (E)
Mumbai – 400051
dpsp@nabard.org

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earnest Money Deposit (HO &amp; NBH)</td>
<td>RS. 13,000.00</td>
</tr>
<tr>
<td>Earnest Money Deposit (Kandivali)</td>
<td>RS. 14,000.00</td>
</tr>
<tr>
<td>Earnest Money Deposit (Ghatkopar)</td>
<td>RS. 6000.00</td>
</tr>
<tr>
<td>Earnest Money Deposit (KVS/Nestle)</td>
<td>RS. 6000.00</td>
</tr>
<tr>
<td>Earnest Money Deposit (Santacruz)</td>
<td>RS. 4000.00</td>
</tr>
<tr>
<td>Security Deposit</td>
<td>5% of Annual Contract Amount</td>
</tr>
</tbody>
</table>
## CONTENTS

<table>
<thead>
<tr>
<th>Particulars</th>
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</thead>
<tbody>
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<td><strong>PART I (Technical Bid - Pre-Qualification Document)</strong></td>
</tr>
<tr>
<td>• Notice Inviting Tender</td>
</tr>
<tr>
<td>• Tender Notice (Pre-Qualification Criteria &amp; Format of Technical Information on Prequalification Criteria from the Tenderer)</td>
</tr>
<tr>
<td>• Letter of Undertaking from the Tenderer</td>
</tr>
<tr>
<td>• General Terms and Conditions</td>
</tr>
<tr>
<td>• Instructions</td>
</tr>
<tr>
<td>• Scope of Works</td>
</tr>
<tr>
<td>• Special Conditions of the Contract</td>
</tr>
<tr>
<td>• Safety Code</td>
</tr>
<tr>
<td>• Articles of Agreement (Draft)</td>
</tr>
<tr>
<td>• Integrity Pact</td>
</tr>
<tr>
<td><strong>PART II (Price Bids)</strong></td>
</tr>
<tr>
<td>• Price Bid No. 1 (NABARD Head Office &amp; NABARD House)</td>
</tr>
<tr>
<td>• Price Bid No. 2 (NABARD Nagar, Kandivali)</td>
</tr>
<tr>
<td>• Price Bid No. 3 (NABARD Quarters, Ghatkopar)</td>
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<td>• Price Bid No. 4 (Nestle II, Parel and KVS, Dadar)</td>
</tr>
<tr>
<td>• Price Bid No. 5 (NABARD Park, Khiranagar, Santacruz)</td>
</tr>
</tbody>
</table>
PRE-QUALIFICATION CRITERIA

1. The Tenderer should have an experience of working with nature of works as briefly mentioned below.

**Pest, Rodent & Termite Control works:** (1) All types of pest & rodent control works, treatment for mosquito & lizard nuisance, etc. under license from the Govt. Authorities for use of the pests, etc. (2) Chemical spraying / Gel Treatment inside the flats, (3) All types of anti-termite treatment works.

2. The Contractors who are registered with any Govt. / Semi-Govt. / Govt. Undertakings / Autonomous bodies / Corporate Sector and having experience of executing above types of works may apply with detailed certificates / credentials to the Chief General Manager, NABARD, DPSP, Plot No. C/24, G-Block, Bandra-Kurla Complex, Bandra (E), Mumbai – 400051. The prescribed form can be downloaded from ‘Tenders’ page of our web site www.nabard.org.

3. The contractors should meet following qualification criteria:

   (3.1) The firm should have an experience of similar works during the last five (05) years ending on 31.12.2020 in the field of Pest Control treatment, which include all the activities as listed in point no. 1.

   (3.2) The bidders should have carried out similar works during last 7 years (ending 31.12.2020) with annual contract value (costing individually) not less than the amount as given in following table and should have at least one of the qualifying works carried out for Public Sector Undertakings (PSUs)/Banks/Govt. Office.

   (Rs. Lakh)

<table>
<thead>
<tr>
<th>SN</th>
<th>Experience Criteria</th>
<th>NABARD Head Office Bldg and NABARD House, BKC</th>
<th>NABARD Nagar, Kandivali</th>
<th>NABARD SQ, Ghatkopar</th>
<th>NABARD OQ, KVS &amp; Nestle, Parel</th>
<th>NABARD Park, Santacruz</th>
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<tbody>
<tr>
<td>1</td>
<td>1 similar work during last 7 years (ending 31.12.2020) with annual contract value (costing individually) not less than &gt;&gt;&gt;&gt;</td>
<td>4.86</td>
<td>5.46</td>
<td>2.26</td>
<td>2.16</td>
<td>1.58</td>
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<td>2</td>
<td>2 similar works during last 7 years (ending 31.12.2020) with annual contract value (costing individually) not less than &gt;&gt;&gt;&gt;</td>
<td>3.04</td>
<td>3.41</td>
<td>1.41</td>
<td>1.35</td>
<td>.99</td>
</tr>
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</table>
3 similar works during last 7 years (ending 31.12.2020) with annual contract value (costing individually) not less than >>>>

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<thead>
<tr>
<th>SN</th>
<th>Experience Criteria</th>
<th>NABARD Head Office Bldg and NABARD House</th>
<th>NABARD Nagar, Kandivali</th>
<th>NABARD SQ, Ghatkopar</th>
<th>NABARD OQ, KVS &amp; Nestle, Parel</th>
<th>NABARD Park, Santacruz</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Annual Turnover during last three years ending 31.03.2020</td>
<td>1.82</td>
<td>2.04</td>
<td>.85</td>
<td>.81</td>
<td>.59</td>
</tr>
</tbody>
</table>

Note: to obtain the realistic value of work during the previous years, cost index @5% per year per work shall be added over the actual cost of executed works to calculate the value of works as on 31.12.2020.”

4. The tenderers should have Annual Turnover as given in the following table during the last three years ending 31 March 2020 supported with audited balance sheet / profit & loss statement or a registered Chartered Accountant certified statement of accounts. 

(Rs. Lakh)

5. The tenderers should have applicable Tax registrations (PAN, GST, etc.) and other necessary registrations, etc., supported with documentary evidence and licenses, permissions, necessary insurance for workers.

6. The tenderer should have necessary and valid license for pest control

7. Should have their own office within the city / suburban areas of Mumbai. If the contractor belongs to other city, a detailed write-up on execution arrangements shall be submitted by the tenderer.

8. Tender shall be accompanied by a copy of each of the documents like,
   a) Articles of Association/Memorandum of Association/ partnership deed/ any other relevant document showing composition of the firm,
   b) List of eligible work executed during last seven years,
   c) PAN / GSTN Registration
   d) Particulars of bankers & Bank account details.
   e) Details of work experience shall be supported by work orders and corresponding completion certificates.
   f) The client-wise names of similar work(s), year(s) of execution of work (s) awarded, and actual value of executed work(s), reasons for delay (if any),
names and full contact details of the officers/ authorities/ departments under whom the work(s) was/were executed should be furnished in the prescribed format.

g) Details of works on hand

h) Latest audited final accounts of the business of the contractor duly certified by a Chartered Accountant/certificate of turnover issued by a Chartered Accountant should be enclosed in proof of their credit worthiness and turnover for the last three years.

If required, original certificates shall be produced for verification by the tenderer and will be returned after verification.

9. NABARD reserves the right to verify any or all the documents furnished by the Tenderers with any authorities. NABARD also reserves the right to cancel any or all the applications without assigning any reason thereof.

10. The application form should be signed by a person on behalf of the Firm/Organization, who is duly authorized to do so.

11. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed.

12. Applications containing false or inadequate information are liable for rejection and Bank reserves the right to blacklist those agencies.

13. The firms which do not fulfil prequalification criteria shall not be considered for selection and award of work.

14. The technical staff deployed by the firm at colony should have adequate experience and knowledge in their respective works.

15. The applicants/tenderers have to submit the client's certificate as per format from their clients for whom they have carried out "eligible works" in terms of the eligibility (Pre-qualification) criteria explained in this notice.
FORMAT OF TECHNICAL BID

(a) Name of the firm and Composition of the Firm
(Full particulars (whether the Tenderer is an individual / partnership firm / company etc.) of the composition of the firm of Tenderers in detail should be submitted along with the name(s) and address(es) of the partners, copy of the Articles of Association / Power of Attorney / any other relevant document.)

(a.1) Registered Head Office Address

(a.2) Local Office Address

(a.3) Year of establishment

(b) Work Experience
(Details of work experience as per the requirements in the pre-qualification criteria supported by work orders indicating the value & general specification of work, No. of persons to be engaged as per agreement, other documents and certificates. The details along with documentary evidence of previous experience, if any, of carrying out works for NABARD / RBI / Public sector banks / Government department / Semi Govt. department / Other Public Sector Undertakings / private banks / Private sector / housing societies at any other centre should also be given.)

(c) Credit worthiness of the Tenderer & Turn Over during the specified period
(Copies of IT deposit certificates (such as copy of deposited Form 16 or any such other certificate) along with latest final accounts of the business of the Tenderer duly certified by a CA should be enclosed in proof of their credit worthiness and Turn Over for the last three years ending 31.03.2020.)
(d) **Name(s) and address(es) of the Bankers and their present contact executives**

(Written information about the names and address of their bankers along with full details like names, postal address, e-mail IDs, telephone (landline & mobile No.s), Fax No. etc of the contact executive (i.e. The persons who can be contacted at the office of their bankers by the Bank, in case it is so needed) should be furnished.)

(e) **Details of Bank accounts**

(Full particulars of their bank accounts, account No., type of account, account opening date etc. should be furnished.)

(f) **Name(s) and address(es) of the Clients and their present Executives**

(Written information about the names and address of their clients along with full details like names, postal address, e-mail IDs, telephone (landline & mobile No.s), Fax No. etc. of the contact executive (i.e. The persons who can be contacted at the office of their Clients by the NABARD, in case it is so needed) should be furnished.)

(g) **Details of the completed works**

(The client wise names of work(s), year(s) of execution of work(s) awarded and actual costs of executed works, names and full contact details of the officers / authorities / departments under whom the works(s) was / were executed should be furnished.)

(h) **Details of persons engaged**

(The Tenderer should furnish the no. of persons engaged by him for each of his clients with details of qualification of each person and details of job assigned to him / job handled by him.

(i) **Litigation & civil suits**

(The Tenderer should furnish details of his involvement in any type of litigation with any of his present or past clients. He should also furnish the details of any civil suits pending against him or
his workmen in any court of law.)

(j) Whether registered with the Registrar of companies/ Registrar of firms. If so, mention number and date and attach a copy of registration

(k) Details of Registration with Provident Fund and ESIC

(l) Whether registered for GST/ sales tax purposes (previously). If so, Also furnish copies of tax clearance certificates.

(m) Whether registered in the panel of other banks and other financial institutions and if yes, furnish the details of registration viz. names, category and date of registration, etc.

(Signature of the Tenderer / Authorized person on behalf of the Firm / Organization)

Authority letter / power of attorney to be submitted

Place :

Date :
Information on Pre-Qualification Criteria
(To be submitted in Tenderer’s own Letter head)

To
The Chief General Manager
National Bank for Agriculture and Rural Development
Department of Premises, Security & Procurement, Head Office
Plot No. C/24, ‘G’-Block
Bandra-Kurla Complex, Bandra (E),
Mumbai - 400051

Dear Sir,

Prequalification of Contractors under AMCs for Pest Control Treatment at NABARD’s Head Office building and 06 Residential Colonies at Mumbai for the period 01.04.2018 to 31.03.2019.

With reference to your advertisement in the Newspaper on ____________, I / We offer our services as a contractor for Pest Control Treatment Works in following locations as indicated in the tender at Mumbai.

1. ……………………………………………………………
2. ……………………………………………………………
3. ……………………………………………………………
4. ……………………………………………………………
5. ……………………………………………………………

We understand that you reserve the right to accept or reject any or all the tenders either in full or in part without assigning any reason therefor.

We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of price bid of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing. We also agree to keep the earnest money valid during the entire period of validity of tender.

All the desired information in the prescribed format i.e. format of technical bid, documents and certificates as required by you, are enclosed herewith for your perusal.

Thanking you.

Yours faithfully

(Signature of Authorized person on behalf of the Firm / Agency / Tenderer)

(Tenderer's S E A L)
Letter of Undertaking From the Contractor

The Chief General Manager
Department of Premises, Security and Procurement
National Bank for Agriculture and Rural Development
Plot No. C-24, 'G' - Block
Bandra Kurla Complex
Bandra (East)
Mumbai - 400 051

Dear Sir,

Annual Maintenance Contract for Pest Control Treatment at NABARD’s Head Office building and 06 Residential Colonies at Mumbai for the period 01.07.2021 to 31.03.2022

1. I / We have examined the Scope of Works, Specifications and Schedule of Quantities and Terms and Conditions relating to the Tender for the said works after having obtained the Tender invited by you.

2. I / We have visited the office building / colony/ies, examined the scope of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.

3. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the item rates quoted by me / us in the attached Bill of Quantities in all respects as per the Specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.

4. I / We agree to deposit interest-free EMD for each location/colony separately along with tender’s technical bid by Demand Draft / Pay Order payable at Mumbai in favour of NABARD for the following locations / colonies:

   (i) .................................... (ii) ......................
   (iii) ..................................... (iv) ......................
   (v) ......................................

5. I / We agree to deposit all taxes, levies, Cess etc., on account of service rendered by me to NABARD, to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter. I /We agree to pay all Government (Central and State) Taxes such as Excise Duty, Income Tax, GST, etc. and other taxes prevailing from time to time and the rates quoted by us are inclusive of the same. Rates are inclusive of all taxes and valid for the currency of the contract. Even if the contracts are extended, the rates will not be changed by us.

6. I/we further agree to pay any fine or statutory dues imposed by any statutory authority in course of execution of subject contract, for which the tender is being submitted.

7. The rates quoted by me/us are firm and shall not be subjected to variations on account of fluctuation in the market rates or any other reasons whatsoever for the captioned period i.e. from 01.07.2021 to 31.03.2022 and even in the extended periods.

8. We hereby certify that all the statements made and information supplied in the tender document and accompanying statements are true and correct.
9. Should this Tender be accepted, I/we hereby agree to abide by and fulfill all the Terms and Conditions and Provisions of the Contract Document.

NAME OF THE PERSON AUTHORISED I) _______________________
TO SIGN AND SUBMIT THE TENDER II) _______________________

*Documentary proof in respect of Letter of Authority/Power of Attorney to be enclosed along with the Tender.*

Place: 

Yours Faithfully

Date: 

(Signature of the tenderer)
Details of Key Administrative and Technical Personnel:

1. Details of Administrative personnel

<table>
<thead>
<tr>
<th>SN</th>
<th>Name</th>
<th>Designation</th>
<th>Qualification</th>
<th>Professional Experience</th>
<th>No. of years associated with the firm</th>
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2. Details of key technical Personnel to take care of various services.

The following key technical Personnel Permanently Employed with us and will be directly involving in this new job:

<table>
<thead>
<tr>
<th>SN</th>
<th>Name</th>
<th>Designation</th>
<th>Qualification</th>
<th>Experience</th>
<th>No. of years associated with the firm</th>
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**CLIENT's CERTIFICATE REGARDING PERFORMANCE OF CONTRACTOR**

Give details of the similar type of AMC / Pest Control Treatment (satisfying the requirements mentioned in the Tender notice) completed during the last seven years in the following Proforma (separate form of each work).

**Name & address of the Client:**

**Details of Works executed by M/s:**

1. **Name of work with brief particulars:**
2. **Agreement No. and date:**
3. **Agreement/Contract amount:**
4. **Date of commencement of work:**
5. **Stipulated date of completion:**
6. **Actual date of completion:**
7. **Details of compensation levied for delay (indicate amount) if any:**
8. **Gross amount of the work completed and paid:**
9. **Name and address of the authority under whom works executed:**
10. **Whether the contractor employed qualified / experienced supervisor during execution of work?**
11. **Quality of work (indicate grading) Outstanding/Very Good/Good/Satisfactory/poor**
12. **Amt. of work paid on reduced rates, if any.**
13. **Did the contractor go for arbitration?**
   - i) If yes, total amount of claim:
   - ii) Total amount awarded:
14. **Comments on the capabilities of the contractor.**
   - a) Technical proficiency: Outstanding/Very Good/Good/Satisfactory/poor
   - b) Financial soundness: Outstanding/Very Good/Good/Satisfactory/poor
   - c) Mobilization of manpower: Outstanding/Very Good/Good/Satisfactory/poor
   - e) General behaviour Outstanding/Very Good/Good/Satisfactory/poor

**Note:** All columns should be filled in properly

**Reporting Officer** with Office seal

*Officer of the rank of executive officer or equivalent*
National Bank for Agriculture and Rural Development

General Terms and Conditions

Annual Maintenance Contract for Pest Control Treatment for NABARD’s Head Office Building and 06 Residential colonies for a contract period from 01.07.2021 to 31.03.2022

1. Tenderers are advised to visit the colony and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.

2. Quoted rates should be workable, reasonable and should include incidental and all overheads and profits. The Tenderer will furnish Rate Analysis for scrutiny of the rates by NABARD, if required.

3. Rates should include all Taxes, Duties, Octroi, Levies, GST, etc., in accordance with various statutory enactments and should be firm for the entire Contract Period. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent.

4. Quarterly payments will be made in the case of AMCs based on the bills submitted by the Contractor and certified by the concerned ACT/Site Supervisor to the effect that pest control works are carried out as per the scope of the work. The Contractor has to get the Signature of the Occupant/ACT/CT (Assistant Caretaker/ Caretaker) after completion of the respective works on the approved formats given for respective work and should submit all these with the bill.

5. Any discrepancy in settlement of bills may be brought to the notice of NABARD within a period of one month after the settlement of the Bills. NABARD will not entertain any claim regarding any dispute in settlement of the bills after stipulated time.

6. Income Tax, GST and other taxes, as applicable, will be deducted from total payment due to the Contractors. The taxes will be deducted following Reverse Tax Mechanism wherever applicable.

7. In addition to the normal schedule, the contractor has to carry out the similar works at same rates, as advised by the Bank, on requirement, if any. The periodicity indicated in price bid shall not considered as a constraint by the contractor.

8. In case of delay in attending the work in time, NABARD will be at liberty to get the work done through any other agency and the cost therefor shall be recovered from the Contractor at the discretion of NABARD.

9. The Contractor should have valid license relating to his Contract and the workmen employed by the Contractor should also have the valid license and experience in their trade. Contractors shall submit a copy of valid licenses for the same.

10. The rates quoted shall include cost of all tools and tackles, manpower cost including wages(including P.F, ESI contribution Employee and Employer), liveries etc., taxes & duties (including all applicable taxes such as GST, etc.), Insurance (if any) etc. payable to the appropriate authority. No extra payment over and above the rate quoted shall be made to the contractor in this respect.

11. The contractor should comply with the requirements of latest Labour Laws and Minimum Wages Act, 1948 and its latest amendments, etc. Minimum wages of labour to be paid as per the latest applicable central / state minimum wages.
12. **Insurance** - The contractor should take adequate insurance cover as per the extant rules / acts for its staff. In case the contractor fails to take necessary insurance cover, NABARD may obtain such insurance cover and adjust the amount from contractor's bills, deposits, etc. without any recourse to the contractor.

13. **The Contractor should arrange to obtain necessary insurance cover (Workmen Compensation policy and Contractors All Risk Policy)** for his employees at his cost and should be responsible for the safety of persons employed by him. The original Insurance Policy should be submitted to NABARD immediately after award of work. **The CAR policies are required to be at least for 1.25 times of the contract value.**

14. The Contractor shall be fully responsible and shall indemnify NABARD with suitable Insurance cover in the event of any damage to men or material, injury / damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and / or his employees or workmen. The decision of NABARD in this regard shall be final and binding.

15. **The contractor shall pay the personnel deployed in NABARD premises, their wages in accordance with the Minimum Wages Act, 1948. The contractor shall also make PF contribution, ESI contribution and or any other statutory contribution in respect of the personnel deployed by them in NABARD.**

16. The contractor shall maintain necessary records / registers for stock and consumption of materials, Chemicals/ insecticides/ pesticides etc. as advised by the Bank.

17. **Contractor shall take/ provide all necessary precaution and preventions for safety of any human present while fogging, spray, gel/ paste application, etc**

18. The contractor will be responsible for timely payment to its personnel deployed in the premises and compliance of all statutory provisions relating to minimum wages, Provident Fund and Employees State Insurance etc. in respect of the persons deployed by them in NABARD. The Contractor shall be responsible to fulfill all the obligations in connection with the workers employed by it for the purpose of the Contract and all the Statutory and other liabilities if any including minimum wages of Central/ State Govt. (whichever is higher shall be applicable), leave, salary, uniform, identity cards, ex-gratia, gratuity, ESI, Provident Fund, Workman Compensation, if any, etc. (as applicable) in connection therewith shall be on the Contractor account and payable by the concerned Contractor. The contractor shall liaise with Labour Deptt. of State Govt. and comply with all necessary regulations/instructions in this regard.

19. **All the Standard Conditions of the Contract shall be binding on the parties as per Indian Contract Act and prevailing Rules.**

20. **The Contractor shall comply with all the applicable Acts, Rules, Regulations and Law (s) for entering into Maintenance Contract and the Bank will not in any way be liable or responsible for any default / irregularities / penalties on the Contractor's part.**

21. **The contractor shall, for all intents and purposes, be the “Employer” within the meaning of different Labour Legislations in respect of skilled and unskilled personnel so employed and deployed in NABARD and the manpower so employed and deployed in NABARD shall remain under the overall control and supervision of the contractor. The persons deployed by the contractor in NABARD shall not have claims of Master and**
Servant relationship (implicitly or explicitly) between him/her/them and NABARD nor have any principal and agent relationship with or against the NABARD. The contractor's personnel shall not claim any benefit/ compensation /absorption /regularization of services under the provision of the Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.

22. The Contractor shall comply with the provisions of Contract Labour (Regulation and Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and States) that may be enforced from time to time by the Appropriate Authorities. NABARD shall not be responsible for any penalty on failure on the part of contractor to comply with any Labour Regulations. The contractor shall maintain attendance register of his staff employed at various colonies and wage register for payment (at least minimum wages as per Center or State Govt. whichever is higher shall be paid) with all records up to date as per the labour regulations. The contractor shall submit the monthly payment records to the staff employed by him. The contractor shall ensure that the payment is regularly credited to the bank account of the individual labour employed at Bank’s premises and payslips for respective payments are duly issued regularly. NABARD may ask for past payslips and payment records to be submitted along with the monthly bill. In extraordinary case of wages being disbursed in cash, the same may be done in the presence of authorized representative of NABARD as required as under relevant law.

23. The manpower deployed by the contractor should be polite, cordial, positive and efficient, while handling the assigned work so that their actions promote goodwill and enhance the image of NABARD. Necessary grooming should be done by the contractor before posting the staff at site. He shall also comply with the provisions of all labour legislations. Receipt of any complaint in this regard shall be viewed seriously.

24. The Contractor or his authorised representative should visit the site as per requirement and meet NABARD’s Officer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.

25. The Contractor’s workmen should report to ACT/ Site supervisor as per treatment schedules in the Price bid/ Bill of Quantities. A register will be kept at site for the details of working days.

26. The workers / staff employed should wear colour code uniforms displaying contractor firm’s name. The Contractor should not employ any person who is prohibited by Law from being employed for fulfilling obligations under this Contract. Any indecent behavior / suspicious activities of the staff employed shall be viewed seriously and a suitable penalty shall be imposed on contractor. The contractor is also required to submit the list of workers with photo ID, educational/technical qualification, address proof, etc. before deputing the workers. A register shall be maintained at site indicating number of persons deployed for each trade for the inspection by NABARD officials/representative.

27. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD in kind or cash will be viewed seriously and NABARD will have the right to levy damages or fine and / or even terminate the Contract forthwith, if necessary.
28. In case of any default or failure on Contractor's part to comply with all / any one of the Terms / Conditions, NABARD reserves the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount/s from dues otherwise payable to Contractor and/or by taking recourse to appropriate recovery proceedings. The contractor shall keep NABARD indemnified against all claims whatsoever in respect of the manpower deployed by it in NABARD. In case any employee of the contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same. In case NABARD or its employee is made party and is supposed to contest the case, NABARD will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses which shall be paid in advance by the contractor to NABARD or any person authorized by NABARD, on demand. Further, the contractor will ensure that no financial or any other liability comes to NABARD or its employee in this respect of any nature whatsoever and shall keep NABARD or any employee of NABARD indemnified in this respect.

(a) "Any dispute or difference whatsoever arising on any matter concerning this contract between the parties out of or relating to the services, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with Arbitration and Conciliation Act, 1996 or any modification thereof. The arbitration shall be conducted by sole arbitrator appointed by NABARD and the award made in pursuance thereof shall be binding on the parties."

(b) The venue of the arbitration shall be at Mumbai.

(c) The language of arbitration shall be English.

(d) Work under the contract shall be continued by the contractor during the arbitration proceedings unless otherwise directed in writing by NABARD, unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained.

29. The Contractor should not at any time do, cause or permit any nuisance on the site / do anything which shall cause unnecessary disturbances or inconvenience to the occupants / visitors at site or near the site of work.

30. The work should be carried out with minimum inconvenience to the occupants. The workmen employed by the Contractor should abide by the Rules and Regulations maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants, etc.

31. The contractor shall promptly and timely obtain all such consents, permissions, approvals, licenses etc., as may be necessary or required, in accordance with this Tender. The Contractor should obtain approvals, if any, necessary for the work from the Statutory Bodies on behalf of the NABARD. The Contractor shall assist the NABARD fully in respect of any liaison with the Municipal or any other Authority for necessary approval / permission with regard to the maintenance works.

32. Termination of agreement: “If the services of the contractor are not found to be satisfactory, the contractor will be given a notice, with a notice period of 30 days, to improve his services. If the contractor fails to improve his services within the Notice period, NABARD shall have the discretion to terminate the contract either in part or in whole, on any day after the expiry of the said notice period if
(a) in the opinion of the Bank (which shall not be called in question by the contractor and shall be binding on the contractor) the contractor fails or refuses to implement this agreement to the Bank's satisfaction and/or

(b) the contractor commits a breach of any terms and conditions of this agreement and/or

(c) the contractor is adjudged an insolvent or a compromise is entered by him with his creditors or if distress or execution or other process is levied upon or receiver is appointed for any part of the assets or property of contractor and/or

(d) for any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement and/or

(e) there is any variation in the ownership/partnership or management of the contractor or his business without the prior approval in writing of the Bank to such variation.

33. In the event of termination of this agreement for any reason whatsoever, the contractor/or persons employed by him or his agents shall not be entitled for any sum or sums whatsoever from the Bank by way of compensation, damages or otherwise.

34. In case the Contractor desires to terminate the Contract, he may do so by giving the Bank a notice period of three months.

35. The Contractor shall provide necessary Tools & Plants, materials or any other equipment, materials, labour, etc. and no payment in this regard will be made by NABARD. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of NABARD. But he can engage various licensed agencies/agencies for carrying out different works.

36. While submitting the bill for pest control services, the contractors have to submit detailed information on the dates of pest control, chemical spraying in flats and also in other areas. Bill will be considered for payment after receiving the detailed statements. Contractor will not link payments to his labours with the settlement of his bill by NABARD.

37. Validity of Offer : 90 days from the date of opening of the price bids.

38. The successful bidder shall execute an agreement with NABARD at his cost on non-judicial stamp paper as per prevailing rates in accordance with the standard format enclosed (articles of agreement) within 14 days from the date of issue of work order failing which bidders EMD may stand forfeited.

39. Additional Terms and Conditions, Special conditions, Safety conditions as stated in attached sheets.

We / I accept all the Terms and Conditions in all respects without any reservation.

Place : Signature of the Tenderer :
Date : Name and Seal :
Address :
National Bank for Agriculture and Rural Development

Instructions for filling the tender

1. All the pages of the Tender Document shall be signed by the Tenderer.

2. NABARD takes no responsibility for delay / loss in post or non-receipt of Quotations / Tender Documents.

3. The Envelope containing Tender should be properly sealed, addressed, duly supercribed with name of work should be deposited in the prescribed Tender Box in the Office of the Chief General Manager, Department of Premises, Security and Procurement, National Bank for Agriculture and Rural Development, Plot No.C-24, ‘G’ Block, Bandra-Kurla Complex, Bandra (East), Mumbai : 400 051. The last date of receipt of Tender is on or before 14:00 Hrs. on 08/04/2021 and Technical Bids of Tenders will be opened at 15:00 Hrs. on 08/04/2021. Revision in date and time, if any, would be conveyed.

4. Bids submitted by unauthorised agents and FAX / Telegraphic bids shall not be entertained / considered.

40. The rate should include the discount (if any) also. There is no question of extra payment above the quoted rate under any circumstance for the tender item. In case of any variation in quantity or value, the same will not be made a matter of dispute by the Bidder / Tenderer. The rates will remain during the entire contract period up to March 2022. All such increases in future for material and manpower may be considered by the contractor while quoting. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent.

5. The standard specifications shall be followed as applicable and in the absence of the same, the decision of NABARD shall be final.

6. The Contractor shall make necessary arrangement for watch and ward of his materials at his own risk and cost.

7. If last date of receipt of Tender and opening date is any holiday, then submission and opening of Tenders shall be shifted to next working day without change of time and venue.

8. The Tenderers should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / Deviational Tenders may be rejected without making any reference to the Tenderers.

9. Rates should be filled in the Tender neatly and no overwriting shall be made. Corrections, if any shall be authenticated by subscribing signature of the tenderer. The rates quoted should be written legibly in words and figures. If on check, differences are observed between the rates given by the Contractor in words and figures or in the amount worked out by him, the following procedure shall be followed.

   a. When there is a difference between the rates in figures and in words, the rate that corresponds to the amounts worked out by the Contractor shall be taken as correct.
b. When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the Contractor in words shall be taken as correct.

c. When the rates quoted by the Contractor in figures and in words tally, but the amount is not worked out correctly, the rate quoted by the Contractor shall be taken as correct and not the amount.

12. No advance shall be paid towards mobilisation and cost of materials.

13. (a) NABARD will not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the contractor. No compensation shall be admissible for any loss suffered by the Contractor during the execution of the work. It shall be the Contractor's sole responsibility to protect NABARD's staff and his employees against accidents from any cause and he shall indemnify NABARD against any claims for damage on account of injury to person or property, resulting from any such accidents with necessary Insurance cover.

(b) NABARD will not be under any liability to pay any compensation to the persons deployed by the contractor if they sustain any injury etc., while discharging the duties in the said premises. The contractor shall get them insured against any liability under the Employee Compensation Act or any accident at its own cost. The Contractor should take necessary Insurance cover at his cost for his persons employed at site. The contractor should arrange to obtain necessary insurance cover (Workmen compensation policy) for the work at his cost and should be responsible for the safety of persons, employed by him. The Contractor shall be fully responsible and shall compensate NABARD with suitable Insurance cover in the event of any damage to men or material, injury/damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and/or his employees or workmen. In case, no insurance policy furnished before commencement of the work, NABARD will take the policy on behalf of the contractor and recover the amount of premium, interest on premium etc. from them. The decision of NABARD in this regard shall be final and binding.

c) Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor and if necessary, through suitable Insurance cover at his cost.

14. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force. The contractor undertakes from the date of allotment of tender, at all times and from time to time to remain solely responsible to defend NABARD and to hold and keep NABARD and its officers harmless and indemnified against all actions, costs, expenses, damages, claims, suits or demands, or any loss or liabilities of whatsoever nature arising directly or indirectly and also for and against all or any action whether by way of labour or legal proceedings or otherwise which may be brought against the NABARD by any of the person employed by contractor or any other authority, arising out of execution of the contract including claims for all damages, costs, charges, expenses which NABARD may incur in respect thereof.

15. Notwithstanding anything stated above, NABARD reserves the right to assess the Tenderer's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NABARD.

16. The decision of NABARD in awarding the work shall be final.
17. NABARD reserves the right to accept / negotiate / reject any Tender either in whole or in part without assigning any reasons therefor whatsoever and without entering into any further correspondence and hence, NABARD shall be under no obligation to accept the lowest or any other Tenders received in response to this Tender. The decision of NABARD in this regard shall be final and undisputable.

18. NABARD also reserves the right of supersession of any of the conditions stipulated in the Tender Document.

**Declaration by the Contractor:**
We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place : (Signature of the Tenderer)
Date
Address : Name and Seal :
National Bank for Agriculture and Rural Development

Annual Maintenance Contract for Pest Control Treatment at NABARD’s Head Office Building and 06 Residential Colonies for a contract period from 01.07.2021 to 31.03.22

Scope of Works and Specifications

Pest & Rodent Control Treatment / chemical spraying / Gel Treatment / Fogging

Note:

- Pest Control Works approved by WHO or approved by / registered with concerned Deptt. of State Govt. and Central Insecticide Board of India).
- Copy of the Valid Pest Control Operators License issued by Department of Agriculture, Government of Maharashtra may be enclosed.
- Contractor will submit the Material Safety Data Sheet (MSDS) for all the gels/chemicals proposed to be used by them.
- Details of the properties are given in respective price bids (BoQs).

General guidelines and scope of work:

1. Pest Control should aim at eradication of Cockroaches, Mosquitoes, Flies, Lizards, bedbugs, other bugs, insects etc. through application of permitted insecticides/pesticides as per Government of India and WHO norms.

2. The Contractor has to treat all the areas inside the building / residential colonies, as necessary and/or as decided by NABARD for treatment of ants, mosquitoes, rodents, cockroaches, bedbugs, spiders, silver fish, wasps, lizards, etc. so as to keep the premises free from pests. The further details are given in the site wise Price bid BOQs.

3. The Pest control treatment in office areas / residential colonies should cover all the places like under the tables, chairs, almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, Ducts, drain/sewage/gutter Chambers, lift lobby, on all toilets drain ducts, on all pantry rooms, in all stores and any hidden space under the furniture and should leave no space unattended. Agencies 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 extra cost.

The treatment for ants, cockroaches, mosquitoes, bugs/bedbugs, spiders, silver fish, wasps, lizards, etc. inside the flats should be treated preferably with Gel treatment. The concentrated mix of gel chemical with water or any other solvent (like Biflex etc.) may be used wherever necessary inside the flats/ACT office, etc. Old chemicals/gel may be removed from the premises at the time of fresh treatment. The material composition of the Gel treatment shall not contain any banned chemicals which are harmful for human health.

Applying the gel chemical inside the flats shall be done at strategic locations to get rid of all the household pests such as cockroaches, bugs/bedbugs, spiders, silver fish, wasps, lizards, etc.
The date and time of pest control treatment may be decided after discussion with the occupant. The treatment in flats should be carried out in the most effective manner and in a hygienic way with best possible combination of spray/gel leaving no room for complaints from the occupants.

**Chemical sprays shall be used for mosquito control.**

### 4. Rodent Control

Rodent controlling should be done as per the prescribed intervals (viz. monthly) or as per orders and instructions on the subject. The treatment should be done in such a way that it remains effective up to next pest control period failing which the same shall have to be done again without any cost.

Rodent control treatment should be carried out by trapping, poison baits, fumigation, glue pads depending on the location in and around the premises to keep it free of rats. Rodent control should commence with strategic placement of bait and at suitable interval of time to bring the rodent population under control.

- **Office Areas:** Traps
- **Substation, Cable routes:** poison baits, glue pads
- **Outside:** Traps
- **AHU/ducts/drain:** poison bait

Subsequently, periodic visits / treatments should be made by the Contractor to continue baiting as per the specification and keep constant vigil on rodent population. A separate register shall be maintained for the same to assess the effectiveness of the treatment.

### 5. Pest / rodent control inside chambers

Contractor has to spray chemicals inside the drains, damp areas, manholes, sewer lines, etc. regularly to destroy the cockroach and mosquito breeding.

### 6. Necessary pest control treatment should also be carried out in vacant flats in coordination with the ACTs of the residential colony/ies.

### 7. The guest houses will be treated as and when required by the Bank. Periodicity may vary in case of guest houses, gymnasiuums, dispensaries, etc. as per the requirements at site. After certification of ACTs, extra amount as per the quoted rates shall be paid for number of extra treatments.

### 8. For treatment of White ants/termite, extra payment will be made by Bank as and when required.

### 9. Fogging

The fogging has to be done in the external areas for reducing the mosquito menace has to be done as and when necessary. Extra payment per treatment, but at the same rate quoted for the periodicity indicated in the tender shall be made in the whole office areas / Colony. No different rates shall be paid for extra treatments. The area of fogging shall be in the Office building and Residential Complex as and where necessary as decided by NABARD.

It will be carried out in the evening hours / when the mosquitos are active.
## Nature of work and periodicity:

<table>
<thead>
<tr>
<th>SN</th>
<th>Particulars</th>
<th>Location</th>
<th>Periodicity</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td><strong>Disinfestation Treatment using baits / chemical spray internal:</strong>&lt;br&gt;Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards. The treatment includes removal and disposal of old baits etc. Complete. <strong>If treatment is not found effective, additional treatment at no extra cost will have to be carried out.</strong>&lt;br&gt;The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.</td>
<td>Colony (Flats)</td>
<td>Once in 3 (three) months.</td>
</tr>
<tr>
<td>B</td>
<td>Do but for office buildings (office areas)</td>
<td>Office building</td>
<td>Once in a month</td>
</tr>
<tr>
<td>C</td>
<td>Do but in the kitchen &amp; dining areas of Staff canteen, Officers lounge, other dining room/s in office building, garbage rooms/storage rooms.</td>
<td>Office building</td>
<td>Once in a fortnight.</td>
</tr>
<tr>
<td>D</td>
<td><strong>Disinfestation / Pest Control in common areas using chemical sprays:</strong>&lt;br&gt;Carrying out Pest Control Treatment in all the common areas in the residential and office complexes such as staircase / lobbies / passage / corridors / manholes / inspection chambers / etc. the item of work includes opening of manholes / inspection chambers / gully traps etc. covers and replacing the same in position to restore normalcy after spraying ISI approved chemicals. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.</td>
<td>Colonies / office building</td>
<td>Once in a month</td>
</tr>
<tr>
<td>E</td>
<td><strong>External Rodent Control Treatment:</strong>&lt;br&gt;Rodent Control Treatment for controlling Rats, Mice &amp; Bandicoots at Bank’s Office building as well as residential colonies.</td>
<td>Colonies / office building</td>
<td>Monthly</td>
</tr>
<tr>
<td>F</td>
<td><strong>Internal Rodent Control Treatment:</strong>&lt;br&gt;Rodent Control Treatment for controlling Rats, Mice &amp; Bandicoots in Office building</td>
<td>Office building</td>
<td>Monthly</td>
</tr>
</tbody>
</table>
**External Fogging Treatment:**
Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open / common areas etc. complete as directed by certifying officer.

<table>
<thead>
<tr>
<th>Colonies / office building</th>
<th>Monthly in office and colonies / as and when required</th>
</tr>
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**Broad Specifications:**

Pest Management is an integrated approach to tackling a pest problem, which includes control (either physical or chemical) and prevention. The contractor should have knowledge and skills, along with the latest products and equipment, in order to provide effective solutions for pest control in our office and residential colonies. Knowledge of local and international Regulatory, Hygiene & Safety Standards and conforming to these, forms an integral part of contractors responsibility.

High standard of pest control services shall be maintained by using ultramodern equipment and materials like the same are maintained at major Airports, 5-Star Hotels etc.

Safety is key when using various pesticides / other products. Ensure that the workers wear appropriate protective clothing, rubber gloves, face masks, follow the directions on the label of any product, follow the instructions of the qualified pest management Supervisor and ventilate the room when using strong chemicals. Use biocides safely. Always read the label and product information before use.

**Pesticide Regulations in India**

The Insecticides Act, 1968 and Insecticides Rules, 1971 regulate the import, registration process, manufacture, sale, transport, distribution and use of insecticides (pesticides) with a view to prevent risk to human beings or animals and for all connected matters, throughout India. All insecticides (pesticides) have to necessarily undergo the registration process with the Central Insecticides Board & Registration Committee (CIB & RC) before they can be made available for use or sale. Thus, technically all insecticides (pesticides) in India are those substances that are listed on the "Schedule" of the Insecticides Act, 1968. The Registration Certificate mandates that a label be put on the packaging, which clearly indicates the nature of the insecticide (Agricultural or Household use), composition, active ingredient, target pest(s), recommended dosage, caution sign and safety precautions. Therefore, a pesticide labelled for agriculture should not be used in a household.

**Materials:**

All the pesticides, insecticides, rodent repellents, other required materials and equipment will be provided by the contractor. Nothing will be provided by the Bank.

No products which are banned should be used by the contractor and it will be the sole responsibility of the contractor. All chemicals sprayed or gas generated out of spraying at the time of treatment shall not contain any banned chemicals which are harmful to human health.

**Quality:** Quality is the essence in these works and the best possible applications should be used in the flats. Ultimate objective will be the complete pest control treatment irrespective of the method of treatment. The quality of treatment/s shall not be sacrificed at any cost by the contractor since it is a performance oriented contract.
SPECIAL CONDITIONS OF THE CONTRACT

1. If a bidder / tenderer quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered”.

2. NABARD does not bind itself to accept abnormally low bids. The rates quoted by the tenderer/bidder should be able to demonstrate the capability of the tenderer/bidder to deliver the contract at the offered price. Abnormally low bids/rates will be subject to analysis by NABARD. If required, NABARD may call written clarification from bidder, including detailed price analysis of the bid price in relation to scope, schedule, allocation of risks and responsibilities and any other requirements of the bid document and tenderer/bidder shall have to furnish Rate Analysis for the scrutiny of rates by NABARD within stipulated time. NABARD reserves the right to reject the bid if bid is found to be abnormally low to deliver/perform the contract.”

3. Contractor shall follow the prescribed procedures for pest control treatment as stipulated by NABARD / statutory authorities from time to time.

4. Contractor shall maintain a proper Record/register indicating scheduled dates of treatment, actual date of treatment and reasons for not attending to any particular works within time schedule. Any lapse / negligence on the part of the contractor will attract imposition of penalty as given in Penalty clause.

5. The responsibility of engaging sufficient skilled workers lies with the Contractor for AMC works, in view of timely attention and completion of the routine works within given time frame.

6. The contractor shall undertake pest control measures through WHO/ Government approved chemicals/ insecticides/ Pesticides and brands only.

7. The pesticides, etc. used for pest/rodent control, should not have adverse impacts on human health.

8. The chemical intended to be used for pest control and fogging in no case shall be hazardous to human being and shall be environment friendly.

9. The fogging operation shall be carried out not earlier than 5 pm and not later than 9pm (i.e. between 5pm to 9 pm) because this is the period when mosquitoes attack and are active. The wind is also less at this time. This treatment should be carried out in the presence of Bank’s certifying authority. The residents should also be informed in advance about the treatment so as to close the doors and windows.

10. All safety precaution shall be taken as per manufacturer’s recommendations.

11. The firm should avoid any such dose which may result in poisoning of the occupants.

12. All the workers wear uniforms and full protective clothing while mixing and spaying.

13. All the chemical have to be mixed with water/kerosene oil/or any other materials as per the specification given in the relevant/manufacturers’ specification/literature.

14. Sealed container of the chemical shall be got approved by the Bank’s authorized representative before use and then mixed in his presence.

15. No storage shall be provided at any of the sites under any circumstances.

16. The containers/spraying equipments etc. shall not be left unattended.
17. Treatment within the occupied flats shall be done with great care so as not to cause any inconvenience to the occupants.

18. Residents should be consulted to identify the hideouts / nesting places of the cockroaches.

19. Contractor will schedule the treatments in consultation with the Bank’s officials for display at the colonies / sites.

20. No flat shall be left unattended. All out efforts should be taken to carry out the work in all flats so as to ensure effectiveness of the treatment during the cycle of application. If for any reason, the flat is found locked, the same shall be treated at a later date. Occupant shall be informed for visit in the form of intimation indicating date and time. The number of worker should be left on that slip so that occupant can contact the worker for treatment.

21. If the pest control is refused / not allowed by the occupant, the same should be brought into the notice of the Bank Officers. Further, the same shall be recorded on the job cards / register / data sheet and signature of the occupant to be obtained.

22. No closed and secured area shall be left untreated.

23. The work shall be carried out efficient and professional manner and without affecting the office work hours (in office building) with the knowledge of the Bank’s Authorized representative. The work shall be carried out as per the satisfaction of the Bank. **In case any ineffective treatment is observed in between two successive treatments, the contractor should repeat the treatment without charging any extra cost and as and when called for.**

24. If the treatment is found unsatisfactory the contractor may be terminated without prejudice by giving thirty days notice in writing on expiry of which, the contract will automatically stand terminated.

25. The intending firms may be specifying the brand of chemical pesticide they intend to use for the various types of treatments as specified. They may ensure that the brand of chemical pesticide to be used by them is IS approved equivalent chemical pesticide for the respective types of treatments as mentioned in the schedule of quantities.

26. The water required for the work or workmen can be availed from the available sources at site if sufficient water is available, otherwise the contractor shall have to make his own arrangement at their own cost for the water required for the work.

27. **The quoted rate shall be valid for 36 months as it is to be on AMC basis. The rate will not be changed during the entire AMC period as well as extended period. Rate revision will be considered only in case of change in statutory tax.**

28. Payment will be made on quarterly basis.

29. The payment shall be made Quarterly basis and as per actual work done in one quarter on the production of certified bills from the concerned Occupant/ Care Taker. NABARD shall have full right to deduct applicable taxes and penalty, if any.

30. Proportionate payment shall be deducted, if pest control treatment is not carried out in the entire premises/flats while settling the quarterly bills of the contractor.

31. **Penalty Clause:**

   Deduction of 5% of the work value on Quarterly / monthly (depending on periodicity) basis will be deducted if services are not carried out on schedule.
32. Pest control contractor should obtain every prior information to risks contingencies and other circumstances in their own interest and shall be deemed to have full knowledge to carry out their most effective service to the ultimate satisfaction of the Bank during any part of the contractual period.

33. Pest Controller shall entirely responsible to maintain separate records duly signed by the concerned Occupant/ Care Taker apart from their challans every month clearly indicating minimum frequency of operation.

34. Security Department may do a certification of challans of the insecticide brought and used under proper entries. The quantity of chemicals required will be brought in company sealed containers along with the challan at the beginning of the month and stored for use.

35. The contractor should issue identity cards with photo for all his workmen which should be worn by them on body while on duty.

36. The contractor should provide workmen’s uniform (preferably over-coat type half shirt) with printed name of their firm on the back or front of the coat & to be worn by all the workmen while on duty.

37. A qualified supervisor or any person should be made as contact point for escalating the issues at sites if are beyond the control of workmen. He should be available to take instructions from the Bank’s Caretakers and / or Security Officers.

38. The tenderer should note that the rates quoted are all inclusive of labour, material, tools & tackles etc. required for completion of job. The Bank will not supply any tools, material or equipment.

39. The age of the workmen deployed should not be less than 18 years.

40. A penalty of Rs. 1,000.00 per occasion shall be levied for violation of safety norms including non-use of personal protective equipment. A penalty of Rs. 2,000.00 shall be levied if violation is repeated.

41. An adequate insurance coverage shall be arranged by the contractor for all employees/workmen against accident & the Bank shall not be responsible for any liability arising out of any accident / injury caused to the employees/workmen while executing the work.

42. The contractor shall make payments to the workers as per the prevailing acts.

43. Contractor shall obtain Police Verification report on character and antecedents of its personnel and other details relating to age, educational qualification, name and permanent address to be provided under this contract along with their passport size photographs before engaging them for duty in the security areas of the Bank’s office Premises as well as residential colonies.

**Declaration by the Contractor**

We / I have read and understood the Scope of Work and Special Terms and Conditions for the AMC for Pest Control Treatment works in the entire Premises of the Colony/ies (both inside and outside ) and we / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects.
Further, we / I also declare that no prohibitive things/banned chemicals will be used, which are harmful to human life.

Place :
Date :
Address :

(Signature of the Tenderer)

Name and Seal :
SAFETY CODE

1. The Contractor shall maintain in a readily accessible place first aid appliances including adequate supply of sterilised dressings and cotton wool.

2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalisation.

3. No portable single ladder shall be over 8 metres in length. The width between the side rails shall not be less than 30 cm. Clear and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.

4. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one metre.

5. Workers employed on mixing and handling material such as asphalt, cement, mortar shall be provided with protective footwear and rubber hand gloves.

6. Hoisting machine and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.

7. The Employer reserves the right to instruct the Contractors to take additional safety precautions if found necessary.

8. All workers shall be provided with helmet, Safety Shoes and Safety belts.

I/We accept to abide by the above scope of work & technical specifications.

Date : Signature of tenderer

Place : Name, Address & Seal
### Draft ARTICLES OF AGREEMENT

**On Non-judicial stamp paper**

**ARTICLES OF AGREEMENT** made this day of ............2021 between the National Bank for Agriculture and Rural Development (hereinafter called “the Employer”) of the one part and (hereinafter called “the Contractor”) of the other part.

**WHEREAS** the Employer is desirous of getting executed ‘Annual Maintenance Contracts for Pest Control Treatment at Bank’s Head Office Building and Residential Colonies in Mumbai for the period 01.07.2021 to 31.03.2022:

AND **WHEREAS** the Contractor has agreed to execute upon and subject to the conditions set forth in the Price Bid and Conditions of Contract (all of which are collectively hereinafter referred to as “the said Conditions”) the work shown upon the said technical specifications, and included in the Price Bid at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable there under (hereinafter referred to as “the said contract amount”).

**NOW IT IS HEREBY AGREED AS FOLLOWS:-**

<table>
<thead>
<tr>
<th>1. In consideration hereinafter mentioned, the Contractor will upon and subject to the conditions annexed, carry out and complete the works shown in the contract, described by or referred to in the Schedule of Quantities and in the said conditions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. The Employer shall pay the Contractor the said contract amount or such sum as shall become payable at the times and in the manner specified in the said conditions.</td>
</tr>
<tr>
<td>3. The said Conditions and Appendix thereto</td>
</tr>
</tbody>
</table>

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<tbody>
<tr>
<td>1.</td>
<td>2.</td>
<td>3.</td>
</tr>
</tbody>
</table>

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**NOW IT IS HEREBY AGREED AS FOLLOWS:-**

**AND WHEREAS** the Contractor has agreed to execute upon and subject to the conditions set forth in the Price Bid and Conditions of Contract (all of which are collectively hereinafter referred to as “the said Conditions”) the work shown upon the said technical specifications, and included in the Price Bid at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable there under (hereinafter referred to as “the said contract amount”).

**NOW IT IS HEREBY AGREED AS FOLLOWS:-**

1. In consideration hereinafter mentioned, the Contractor will upon and subject to the conditions annexed, carry out and complete the works shown in the contract, described by or referred to in the Schedule of Quantities and in the said conditions.

2. The Employer shall pay the Contractor the said contract amount or such sum as shall become payable at the times and in the manner specified in the said conditions.

3. The said Conditions and Appendix thereto
4. This Agreement and Tender Documents / Work Order mentioned herein shall form the basis of this contract.

5. This contract is an item rate contract for the complete work to be paid for according to necessary installation carried out at site, at the rate contained in the Schedule of Rates or as provided in the said conditions.

6. The Contractor shall afford every reasonable facility for carrying out of all works of other Contractors employed by the Employer and shall make good any damage done to walls, floors, etc. after the completion of such works.

7. The Employer reserves to itself the right of altering the nature of work by adding to or omitting any items of works or having portions of the same carried out without prejudice to this contract.

8. Time shall be considered as the essence of this contract, and the Contractor hereby agrees to commence the work/job within the tenth day of receipt of the work order as provided for in the said conditions and to complete the entire work within the time period prescribed below reckoned from the date of receipt of such work order subject nevertheless to the provision for extension of time.

9. All payments by the Employer under this contract will be made only at Mumbai.

10. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Mumbai and only
| हउ विवाद माने जाए और मुंबई स्थित न्यायालयों को ही उक्त के संबंध में निर्णय लेने का क्षेत्राधिकार होगा। | Courts in Mumbai shall have the jurisdiction to determine the same to the exclusion of all other courts. |
| 11. कि ठेकेदार द्वारा इस संविदा के विभिन्न भागों की पढ़ी और ठेकेदार द्वारा पूरी तरह समझ लिया गया है। | 11. That the several parts of this contract have been read by the Contractor and fully understood by the Contractor. |

| हस्ताक्षर खंड | Signature Clause |
| नियोक्ता | Employer |
| राष्ट्रीय कृषि और ग्रामीण विकास बैंक की ओर से अधीनिक्षिप्त के हाथों हस्ताक्षरित और सीपा गया | SIGNED AND DELIVERED by the National Bank for Agriculture and Rural Development by the hand of |
| श्री | Shri |
| (नाम और पदनाम) | (Name & Designation) |

<p>| उपस्थिति में | In the presence of: |
| गवाह सं.1 | Witness #1 |
| हस्ताक्षर: | Signature: |
| नाम: | Name: |
| पता: | Address: |
| गवाह सं.2 | Witness #2 |
| हस्ताक्षर: | Signature: |
| नाम: | Name: |
| पता: | Address: |</p>
<table>
<thead>
<tr>
<th>ठेकेदार</th>
<th>Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>सी ओर से अधोलिखित के हाथों हस्ताक्षरित और सौंप गया</td>
<td>SIGNED AND DELIVERED by the</td>
</tr>
<tr>
<td>श्री</td>
<td>... by the hand of</td>
</tr>
<tr>
<td>(नाम व पदनाम)</td>
<td>Shri</td>
</tr>
<tr>
<td>गवाह सं.१</td>
<td>(Name &amp; Designation)</td>
</tr>
<tr>
<td>हस्ताक्षर :</td>
<td>Witness #1</td>
</tr>
<tr>
<td>नाम :</td>
<td>Signature:</td>
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<tr>
<td>पता :</td>
<td>Name:</td>
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<tr>
<td>गवाह सं.२</td>
<td>Address</td>
</tr>
<tr>
<td>हस्ताक्षर :</td>
<td>Witness #2</td>
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<tr>
<td>नाम :</td>
<td>Signature:</td>
</tr>
<tr>
<td>पता :</td>
<td>Name:</td>
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<td></td>
<td>Address</td>
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</tbody>
</table>
PRE CONTRACT INTEGRITY PACT

(To be submitted on Rs.200 Stamp Paper only on first page and remaining document on normal A4 size pages duly signed by the bidder)

Between

National Bank for Agriculture and Rural Development (NABARD)
hereinafter referred to as “The Principal”

And

………………………………
hereinafter referred to as “The Bidder”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for................................. The Principal values full compliance with all relevant laws of the land, rules, regulation and economic use of resources and of fairness /transparency in its relations with its Bidder(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

a. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.

c. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 – Commitments of the Bidder(s)

(1) The Bidder(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

a. The Bidder(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal’s employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage
of any kind whatsoever during the tender process or during the execution of the contract.

b. The Bidder(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

c. The Bidder(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.

e. The Bidder(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

f. Bidder(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

(2) The Bidder(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 – Disqualification from tender process and exclusion from future contracts

If the Bidder(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form which put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s) from the tender process.

Section 4 – Compensation for Damages

(1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security. (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

(1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process. (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 – Equal treatment of all Bidders
(1) In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors (3) The Principal will disqualify from the tender process all bidders who do not sign the Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidders(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or are representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 – Independent External Monitor

(1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement. The Independent External Monitor appointed for NABARD is: Shri Pramod Kumar Sangewar (IRSS) (Retd), H.No. 12-5-65/1, Flat No. 109, Sri Harsha Sethuram Unique, Vijayapuri Colony, South Lalaguda, Secunderabad 500017, Telengana.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him/her to treat the information and documents of the Bidders as confidential. He/she reports to the Chairman, NABARD.

(3) The Bidder(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Subcontractors.

(4) The monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s)/ Sub-Contractor(s) with confidentiality. The Monitor has also signed declarations on ‘Non-disclosure of Confidential Information and of ‘Absence of Conflict of Interest’. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABARD and recuse himself/herself from that case.

(5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

(6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
(7) The monitor will submit a written report to the Chairman, NABARD within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposal for correcting problematic situations.

(8) If the Monitor has reported to the Chairman, NABARD, a substantiated suspicion of an offence under the relevant IPC/PC Act, and the Chairman NABARD has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word ‘Monitor’ would include both singular and plural. Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contract or 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings. If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge/determined by the Chairman of NABARD.

Section 10 – Other provisions

(1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Head Office of the Principal, i.e. Mumbai. (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made. (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members. (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions. (5) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs. (6) In the event of any contradiction between the Integrity Pact and its Annexure, if any, the Clause in the Integrity Pact will prevail.

(For & On behalf of the Principal)                             (For & on behalf of the Bidder)
(Office Seal)                                                                                                      (Office Seal)

Place

Date

Witness 1:

(Name & Address)

Witness2:

(Name & Address)
**Format for Pest control works (Done through Specialised agency).**

(To be submitted along with the bill)

**Name of the Work**: Annual Maintenance Contract for work of Pest, Rodent and Mosquito Control Works in the __________________________ Residential colony, Mumbai

**Period of work**: ______________________________

**Name of the Contractor**: __________________________________

**Part - I**: **Gel Treatment/chemical spraying.**
Providing and applying gel chemical as relevant, to get rid of all the household pests such as cockroaches, bugs, spiders, mosquitoes, silverfish, wasps, lizards etc., at strategic locations or wherever necessary inside the office building/residential flats with necessary concentrated mix of gel chemical with water or any other solvent as necessary. Old chemicals have been removed from the premises.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Building &amp; Flat No.</th>
<th>Name of the Occupant</th>
<th>Signature of Occupant/ ACT/ CT</th>
<th>Date of Gel Treatment / spray work done.</th>
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</thead>
<tbody>
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</tbody>
</table>

Signature of Contractor: ___________________________  Signature of ACT: ___________________________

Date: ___________________________  Date: ___________________________
(Format for Completion of work to be submitted along with the bill)

Name of the Work : Annual Maintenance Contract for work of Pest, Rodent and Mosquito Control Works in the _____________________ residential colony, Mumbai

Monthly period of work : ________________________________

Name of the Contractor : ________________________________

Part – II: Comprehensive Treatment (External Spray & Rodent control)

1. Treated all the areas inside the Office building and Housing Complex, both from inside and outside the flats, as necessary or as decided by NABARD for treatment of mosquitoes, rodents, cockroaches, bugs, spiders, silver fish, wasps, lizards, etc. so as to keep the premises free from the above.

2. The rodent control treatment by trapping, poison baits, fumigation, etc. in and around the premises to keep it free of rats. If after treatment also, rodents are found, additional treatment carried out without any extra payment. Subsequently, periodic visits / treatments made to continue baiting as per the specification and keep constant vigil on rodent population.

3. Put necessary chemicals inside the drains, damp areas, manholes, sewer lines, etc. regularly to destroy the mosquito breeding, etc., as per BOQ for Comprehensive treatment.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Details of locations and buildings where treatment has been carried out</th>
<th>Signature of ACT/ CT with Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Building No.</td>
<td></td>
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<tr>
<td>2</td>
<td></td>
<td></td>
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<tr>
<td>3</td>
<td></td>
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<tr>
<td>4</td>
<td>Open space &amp; Manholes</td>
<td>1.</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
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<tr>
<td>6</td>
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</tbody>
</table>

Signature of Contractor:

Date :
Name of the Work : Annual Maintenance Contract for Comprehensive work of Pest, Rodent and Mosquito Control Works in the _______________ residential colony, Mumbai

Period of work : ______________________________

Name of the Contractor: ______________________________

**Part - III B Fogging Treatment. (On requirement basis)**

Fogging for mosquito control in the external areas but inside the office building / residential complex in and around each and every building, inside manholes, drains, damp areas and any other strategic areas as directed by NABARD with required chemical mixed with necessary solvent at required concentration etc. all complete.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Locations of Fogging Treatment work done in Weekly/Fortnight/Monthly as instructed by Bank</th>
<th>Signature of ACT/ CT with date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Buildings</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
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<td>3</td>
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<tr>
<td>4</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>External Open space</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
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<tr>
<td>2</td>
<td></td>
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<td>3</td>
<td></td>
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<td>4</td>
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</tr>
</tbody>
</table>

Signature of Contractor :

Date :
National Bank for Agriculture and Rural Development

PRICE BID No.1

Annual Maintenance Contract for Pest Control Treatment at NABARD Head Office Building and NABARD House for a period 01.04.2021 to 31.03.2022.

PREAMBLE

BILL OF QUANTITIES

The Pest Control Treatment works are to be carried out at NABARD Head Office Building, and NABARD House, BAntra Kurla Complex, Bandra (East), Mumbai -51.

Description of Property:

(i) NABARD’s Head Office building is having of G+ 8 floors and two basements and common areas.

The usable carpet area is 260962 sqft as against the overall carpet area of 321650 sqft. The details of the approximate areas in common areas may be ascertained from site before quoting the rates for the treatments.

(ii) NABARD House (Senior Officers Flats) : 3 BHK- 13 flats and 3BHK with study room- 07 flats in BKC and common areas.

The minor increase and decrease in the area of treatment may take place during the year and no extra payment will be made in this regard.

The tenderer is advised to quote the rates with due provisions as necessary, based on the scope of works and specification/description of items as well as terms and conditions contained in the Tender Document.

Kindly note that Rates are to be quoted for a month/quarter as indicated in BoQ.

Note: Some of the treatments are to be done every month. Etc. However, the bill will be paid once in a quarter for services rendered in three months.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>Rate (Rs.)</th>
<th>Total amount for 01 year</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOR HEAD OFFICE BUILDING</td>
<td></td>
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<tr>
<td>1</td>
<td>Pest Control works</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Disinfestation Treatment using baits / chemical spray in internal office areas:</strong></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Carrying out bait treatment in the office areas by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and</td>
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<tr>
<td>Sr. No.</td>
<td>Description of work</td>
<td>Rate (Rs.)</td>
<td>Total amount for 01 year</td>
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<tr>
<td></td>
<td>lizards. The treatment includes removal and disposal of old baits etc. Complete. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.</td>
<td></td>
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<tr>
<td>1.a</td>
<td>i) For Head Office building Areas Periodicity – Once in a month</td>
<td>Rate x 12</td>
<td></td>
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<tr>
<td></td>
<td>Rate &amp; Amount in words (Per month)</td>
<td></td>
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<tr>
<td>1.b</td>
<td>ii) For Kitchen and Dining Areas of Officers' lounge, staff canteens, executive lounge, tea vending machines Periodicity: Once in a fortnight</td>
<td>Rate x 24</td>
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<tr>
<td></td>
<td>Rate &amp; Amount in words (per fortnight)</td>
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<tr>
<td>2</td>
<td>Disinfestation / Pest Control in common areas using chemical sprays: Carrying out Pest Control Treatment in all the common areas in the residential and office complexes such as staircase / lobbies / passage / corridors / manholes / inspection chambers / etc. the item of work includes opening of manholes / inspection chambers / gully traps etc. covers and replacing the same in position to restore normalcy after spraying ISI approved chemicals. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.</td>
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<td>2.1</td>
<td>i) As above For Head Office building Areas Period – Once in a month</td>
<td>Rate x 12</td>
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<td></td>
<td>Rate &amp; Amount in words (Per month)</td>
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<tr>
<td>3.1</td>
<td>External Rodent Control Treatment: Rodent Control Treatment for controlling Rats, Mice &amp; Bandicoots at Bank's Office building as well as residential colonies.</td>
<td>Rate x 12</td>
<td></td>
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<tr>
<td>Sr. No</td>
<td>Description of work</td>
<td>Rate (Rs.)</td>
<td>Total amount for 01 year</td>
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</tbody>
</table>
| 3.2 | **Internal Rodent Control Treatment:**  
Rodent Control Treatment for controlling Rats, Mice & Bandicoots in Office building  
Period – Once in a month | Rate & Amount in words (Per month) | Rate x 12 |
| 4 | **External Fogging Treatment:**  
Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open / common areas etc. complete as directed by certifying officer.  
Period – Once in a month | Rate & Amount in words (Per month) | Rate x 12 |

---

**FOR NABARD HOUSE, BKC**

1 **Pest Control works**

1.a **Disinfestation Treatment using baits / chemical spray internal:**

Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards. The treatment includes removal and disposal of old baits etc. Complete.  
If treatment is not found effective, additional treatment at no extra cost will have to be carried out.

The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.

Rate x 7 x 4 **For Officers flats (4 BHK- 07 flats)**

Rate & Amount in words (per Quarter)
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>Rate (Rs.)</th>
<th>Total amount for 01 year</th>
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<tr>
<td>1.b</td>
<td>For Officers flats (3 BHK- 13 flats)</td>
<td>Rate x 13 x 4</td>
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<td></td>
<td><em>Rate &amp; Amount in words (per Quarter)</em></td>
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<td>2</td>
<td><strong>Disinfestation / Pest Control in common areas using chemical sprays:</strong></td>
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<td></td>
<td>Carrying out Pest Control Treatment in all the common areas in the residential and</td>
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<td></td>
<td>office complexes such as staircase / lobbies / passage / corridors / manholes /</td>
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<td>inspection chambers / etc. the item of work includes opening of manholes /</td>
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<tr>
<td></td>
<td>inspection chambers / gully traps etc. covers and replacing the same in position</td>
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<td>to restore normalcy after spraying ISI approved chemicals.</td>
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<td>If treatment is not found effective, additional treatment at no extra cost will</td>
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<td>have to be carried out.</td>
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<td>The Job-card should be got filled in and signed by the Caretaker and should be</td>
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<td></td>
<td>enclosed with the bills for making payments.</td>
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<td>2.1</td>
<td>i) As above For NABARD House</td>
<td>Rate x 12</td>
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<td>Period – Once in a month</td>
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<td><em>Rate &amp; Amount in words (Per month)</em></td>
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<td>2.2</td>
<td><strong>External Rodent Control Treatment:</strong></td>
<td>Rate x 12</td>
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<td>Rodent Control Treatment for controlling Rats, Mice &amp; Bandicoots</td>
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<td>Period – Once in a month</td>
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<td><em>Rate &amp; Amount in words (Per month)</em></td>
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<tr>
<td></td>
<td><strong>External Fogging Treatment:</strong></td>
<td>Rate x 12</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Providing and executing the fogging treatment for Mosquito and other flying</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>insects-control for all open / common areas etc. complete as directed by</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>certifying officer.</td>
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</tr>
<tr>
<td></td>
<td>Period – Once in a month</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td><em>Rate &amp; Amount in words (Per month)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total for all works for a year</strong></td>
<td>Rate x 12</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total in words</strong></td>
<td>Rate x 12</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
1. Rates are to be quoted inclusive of cost of all materials, tools and tackles, materials/chemicals/insecticides/pesticides in addition to the manpower cost (wages, liveries, insurance, etc.) and also all prevailing taxes, levies like service tax, vat, octroi, etc. and as per scope of work & BOQ and after visiting the site. **No escalation or increase in the rates will be given during the Contract period in respect of any pest control works.** The contractor should take into account all the anticipated increases in rates, taxes, etc. while quoting the rates. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent on pest control services.

2. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.

3. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered.

4. The manpower deployed at site should be well experienced. Before deployment of staff, their bio-data/competence shall be verified by the Bank’s Officer/designated official in the beginning of AMC as well as changing the staff/labour.

5. The contractor should have a valid license for the works.

6. The contractor has to give satisfactory services for all works of AMC and bank reserves the right to remove/delete any particular work from the awarded AMC.

7. **The contractor has to submit one quarterly bill, as the case may be. The payment shall be done only for the number of flats / works that have been carried out and after obtaining signatures of the occupants / ACTs. No payment will be done if the works is not carried out in a flat for any reason/s.**

8. The contractor will comply with Labour Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.

Accepted all terms & conditions of technical & financial bid

Place : 
Date : (Signature of the Tenderer) 
Address : 

Name and Seal
Annual Maintenance Contract for Pest Control Treatment at NABARD Nagar, Thakur Complex, Kandivali (East), Mumbai for a period 01.07.2021 to 31.03.2022.

PREAMBLE

BILL OF QUANTITIES

The Pest Control Treatment works are to be carried out in the NABARD Flats and common areas at **NABARD Nagar, Thakur Complex, Kandivali (E), Mumbai**

(A) Description of Property:

i) A Block : Officers flats (3 BHK- 196 Flats in 07 buildings)
ii) B Block – Officers flats (2 BHK – 112 flats in 04 buildings)
iii) C- Block : Staff Quarters (1 BHK - 224 Flats in 8 buildings )

and common / open area. The A & C block has one campus and B-block has other campus across the road.

The minor increase and decrease in the area of treatment may take place during the year and no extra payment and deduction will be made in this regard.

The tenderer is advised to quote the rates with due provisions as necessary, based on the scope of works and specification/description of items as well as terms and conditions contained in the Tender Document.

Kindly note that Rates are to be quoted for a month/quarter as indicated in BoQ.

**Note:** Some of the treatments are to be done every month. Etc. But the rates are to be quoted for a quarter. For example, rodent control needs to be done every month but the bill will be paid once in a quarter for services rendered in three months.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>Rate (Rs.)</th>
<th>Total amount for 01 year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pest Control works</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Disinfestation Treatment using baits / chemical spray internal:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The treatment includes removal and disposal of old baits etc. Complete. If treatment is not found effective, additional treatment at no extra cost will have to be carried out.

The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.

| 1.a | i) For A- Block (3 BHK- 196 Flats in 07 blocks) Periodicity: Quarterly |
|     | Rate and amount in words (per quarter) |
|     | Rate x 196 x 4 |

| 1.b | ii) For B- Block (2 BHK- 112 flats in 04 blocks) Periodicity: Quarterly |
|     | Rate and amount in words (per quarter) |
|     | Rate x 112 x 4 |

| 1.c | ii) For C- Block (1 BHK- 224 flats in 08 blocks) Periodicity: Quarterly |
|     | Rate and amount in words (per quarter) |
|     | Rate x 224 x 4 |

2 Disinfestation / Pest Control in common areas using chemical sprays:

Carrying out Pest Control Treatment in all the common areas in the residential and office complexes such as staircase / lobbies / passage / corridors / manholes / inspection chambers / etc. the item of work includes opening of manholes / inspection chambers / gully traps etc. covers and replacing the same in position to restore normalcy after spraying ISI approved chemicals.

If treatment is not found effective, additional treatment at no extra cost will have to be carried out.

The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.

| 2.1 | i) As above For NABARD Nagar (A, B and C Blocks) Period – Once in a month |
|     | Rate x 12 |

Rate & Amount in words (Per month)
### 2.2 External Rodent Control Treatment:
**For NABARD Nagar (A, B and C Blocks)**

- Rodent Control Treatment for controlling Rats, Mice & Bandicoots
- Period – Once in a month

**Rate & Amount in words (Per month)**  

**Rate x 12**

### 3 External Fogging Treatment:
**For NABARD Nagar (A, B and C Blocks)**

- Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open / common areas etc. complete as directed by certifying officer.
- Period – Once in a month

**Rate & Amount in words (Per month)**  

**Rate x 12**

**Total for all works for a year**

**Total in words**

---

**Note:**

1. Rates are to be quoted inclusive of cost of all materials, tools and tackles, materials/chemicals/insecticides/pesticides in addition to the manpower cost (wages, liveries, insurance, etc.) and also all prevailing taxes, levies like service tax, vat, octroi, etc. and as per scope of work & BOQ and after visiting the site. **No escalation or increase in the rates will be given during the Contract period in respect of any pest control works.** The contractor should take into account all the anticipated increases in rates, taxes, etc. while quoting the rates. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent on pest control services.

2. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.

3. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered.

4. The manpower deployed at site should be well experienced. Before deployment of staff, their bio-data/competence shall be verified by the Bank’s Engineer/designated official in the beginning of AMC as well as changing the staff/labour.

5. The contractor should have a valid license for the works.
6. The contractor has to give satisfactory services for all works of AMC and bank reserves the right to remove/delete any particular work from the awarded AMC.

7. The contractor has to submit one quarterly bill, as the case may be. The payment shall be done only for the number of flats / works that have been carried out and after obtaining signatures of the occupants / ACTs. No payment will be done if the works is not carried out in a flat for any reason/s.

8. The contractor will comply with Labour Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.

Accepted all terms & conditions of technical & financial bid

Place :

Date : (Signature of the Tenderer)

Address :

Name and Seal
National Bank for Agriculture and Rural Development

PRICE BID No. 3

Annual Maintenance Contract for Pest Control Treatment at NABARD Officers and Staff Quarters, Damodar Park, Ghatkopar (West), Mumbai for a period 01.07.2021 to 31.03.2022

PREAMBLE

BILL OF QUANTITIES

The Pest Control Treatment works are to be carried out in the NABARD Flats and common areas at Building No-5, Damodar Park, LBS Marg, Ghatkopar (W), Mumbai

(A) Description of Property: Officers Flats (2 BHK- 96 flats in 2 blocks) and Staff Quarter (1 BHK- 144 flats in 03 blocks) and common area.

The minor increase and decrease in the area of treatment may take place during the year and no extra payment and deduction will be made in this regard.

The tenderer is advised to quote the rates with due provisions as necessary, based on the scope of works and specification/description of items as well as terms and conditions contained in the Tender Document.

Kindly note that Rates are to be quoted for a month/quarter as indicated in BoQ.

Note: Some of the treatments are to be done every month. Etc. But the rates are to be quoted for a quarter. For example, rodent control needs to be done every month but the bill will be paid once in a quarter for services rendered in three months.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>Rate (Rs.)</th>
<th>Total amount for 1 year (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pest Control works Disinfestation Treatment using baits / chemical spray internal:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards. The treatment includes removal and disposal of old baits etc. Complete.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>If treatment is not found effective, additional treatment at no extra cost will have to be carried out.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Rate &amp; Amount in Words (per quarter)</td>
<td></td>
<td></td>
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<tr>
<td>-----------------------------------------------------------------------------</td>
<td>-------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i) For Officers flats block (5 D &amp; 5 E block having 2 BHK-96 flats)</td>
<td>Rate x 96 x 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Periodicity: Once in a quarter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii) For Staff Quarters (1 BHK-Total 144 flats in 03 blocks viz. 5A, 5B &amp; 5C)</td>
<td>Rate x 144 x 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Periodicity: Once in a quarter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1 i) As above For entire complex</td>
<td>Rate x 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period – Once in a month</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2 External Rodent Control Treatment: For entire complex</td>
<td>Rate x 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rodent Control Treatment for controlling Rats, Mice &amp; Bandicoots</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period – Once in a month</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 External Fogging Treatment: For building 5, Damodar park</td>
<td>Rate x 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open / common areas etc. complete as directed by certifying officer.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period – Once in a month</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Note:
1. Rates are to be quoted inclusive of cost of all materials, tools and tackles, materials/chemicals/insecticides/pesticides in addition to the manpower cost (wages, liveries, insurance, etc.) and also all prevailing taxes, levies like service tax, vat, octroi, etc. and as per scope of work & BOQ and after visiting the site. **No escalation or increase in the rates will be given during the Contract period in respect of any pest control works.** The contractor should take into account all the anticipated increases in rates, taxes, etc. while quoting the rates. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent on pest control services.

2. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.

3. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered.

4. The manpower deployed at site should be well experienced. Before deployment of staff, their bio-data/ competence shall be verified by the Bank’s Engineer/designated official in the beginning of AMC as well as changing the staff/labour.

5. The contractor should have a valid license for the works.

6. The contractor has to give satisfactory services for all works of AMC and bank reserves the right to remove/delete any particular work from the awarded AMC.

7. **The contractor has to submit one quarterly bill, as the case may be. The payment shall be done only for the number of flats / works that have been carried out and after obtaining signatures of the occupants / ACTs. No payment will be done if the works is not carried out in a flat for any reason/s.**

8. The contractor will comply with Labour Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.

Accepted all terms & conditions of technical & financial bid

Place:

Date: (Signature of the Tenderer)

Address: Name and Seal
Annual Maintenance Contract for Pest Control Treatment at NABARD Officers quarters, Nestle II, Lower Parel and Krishi Vikas Sadan, Dadar, Mumbai for a period 01.07.2021 to 31.03.2022

**PREAMBLE**

The Pest Control Treatment works are to be carried out in the NABARD Flats, at **NABARD Officers quarters, Nestle II, Lower Parel and Krishi Vikas Sadan, Dadar, Mumbai**

**BILL OF QUANTITIES**

(A) Description of Property:

i) Senior Officers Flats (2 BHK- 11 Flats & 4 BHK - 06 Flats in two blocks) and common area like ACT office area & Record room etc. at KVS, Dadar

ii) Officers Flats (2 BHK- 78 flats in three blocks) and common area in Nestle -II, Bombay Dyeing

The minor increase and decrease in the area of treatment may take place during the year and no extra payment and deduction will be made in this regard.

The tenderer is advised to quote the rates with due provisions as necessary, based on the scope of works and specification/description of items as well as terms and conditions contained in the Tender Document.

Kindly note that Rates are to be quoted for a month/quarter as indicated in BoQ.

**Note:** Some of the treatments are to be done every month. But the rates are to be quoted for a quarter. For example, rodent control needs to be done every month but the bill will be paid once in a quarter for services rendered in three months.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>Rate (Rs.)</th>
<th>Total amount for 1 year (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pest Control works</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Disinfestation Treatment using baits / chemical spray internal:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards. The treatment includes removal and disposal of old baits etc. Complete. If treatment is not found effective, additional treatment at no extra cost will have to be carried out.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.

**i) For KVS Colony**

<table>
<thead>
<tr>
<th>2 BHK- 11 Flats</th>
<th>Amt=Rate x 11 x 4</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Rate and amount in words</em></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4 BHK-06 Flats</th>
<th>Amt=Rate x 6 x 4</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Rate and amount in words</em></td>
<td></td>
</tr>
</tbody>
</table>

**ii) For Nestle - II Colony**

<table>
<thead>
<tr>
<th>2 BHK- 78 flats in three blocks )</th>
<th>Amt=Rate x 78 x 4</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Rate and amount in words</em></td>
<td></td>
</tr>
</tbody>
</table>

2 **Disinfestation / Pest Control in common areas using chemical sprays:**

Carrying out Pest Control Treatment in all the common areas in the residential and office complexes such as staircase / lobbies / passage / corridors / manholes / inspection chambers / etc. the item of work includes opening of manholes / inspection chambers / gully traps etc. covers and replacing the same in position to restore normalcy after spraying ISI approved chemicals.

If treatment is not found effective, additional treatment at no extra cost will have to be carried out.

The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.

**2.1 i) As above For entire KVS Colony**

<table>
<thead>
<tr>
<th>Period – Once in a month</th>
<th>Rate x 12</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Rate &amp; Amount in words (Per month)</em></td>
<td></td>
</tr>
</tbody>
</table>

**2.1 ii) As above For entire Nestle Colony**

<table>
<thead>
<tr>
<th>Period – Once in a month</th>
<th>Rate x 12</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Rate &amp; Amount in words (Per month)</em></td>
<td></td>
</tr>
</tbody>
</table>

**2.2 External Rodent Control Treatment:**

*For entire complex*
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Rate &amp; Amount in words (Per month)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodent Control Treatment for controlling Rats, Mice &amp; Bandicoots</td>
<td>Period – Once in a month</td>
</tr>
<tr>
<td>i) As above For entire KVS Colony</td>
<td>Rate x 12</td>
</tr>
<tr>
<td>i) As above For entire Nestle Colony</td>
<td>Rate x 12</td>
</tr>
<tr>
<td>3 External Fogging Treatment:</td>
<td></td>
</tr>
<tr>
<td>Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open / common areas etc. complete as directed by certifying officer.</td>
<td>Period – Once in a month</td>
</tr>
<tr>
<td>i) As above For entire KVS Colony</td>
<td>Rate x 12</td>
</tr>
<tr>
<td>i) As above For entire Nestle Colony</td>
<td>Rate x 12</td>
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</table>

**Note:**
1. Rates are to be quoted inclusive of cost of all materials, tools and tackles, materials/chemicals/insecticides/pesticides in addition to the manpower cost (wages, liveries, insurance, etc.) and also all prevailing taxes, levies like service tax, vat, octroi, etc. and as per scope of work & BOQ and after visiting the site. **No escalation or increase in the rates will be given during the Contract period in respect of any pest control works.** The contractor should take into account all the anticipated increases in rates, taxes, etc. while quoting the rates. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent on pest control services.

2. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.
3. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered.

4. The manpower deployed at site should be well experienced. Before deployment of staff, their bio-data/competence shall be verified by the Bank’s Engineer/designated official in the beginning of AMC as well as changing the staff/labour.

5. The contractor should have a valid license for the works.

6. The contractor has to give satisfactory services for all works of AMC and bank reserves the right to remove/delete any particular work from the awarded AMC.

7. **The contractor has to submit one quarterly bill, as the case may be. The payment shall be done only for the number of flats/works that have been carried out and after obtaining signatures of the occupants/ACTs. No payment will be done if the works is not carried out in a flat for any reason/s.**

8. The contractor will comply with Labour Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.

Accepted all terms & conditions of technical & financial bid

Place : 

Date :  

(Signature of the Tenderer)

Address : 

Name and Seal
National Bank for Agriculture and Rural Development

PRICE BID No. 5

NABARD Park, Khira Nagar, Santacruz (W), Mumbai

Annual Maintenance Contract for Pest Control Treatment for a period 01.07.2021 to 31.03.2022 at office building and residential colonies of NABARD.

PREAMBLE

BILL OF QUANTITIES

The Pest Control Treatment works are to be carried out in the NABARD Flats at NABARD Park, Khira Nagar, Santacruz (W), Mumbai

(A) Description of Property : NABARD Park, 2 BHK (90 flats) and 3 BHK (10 flats) in 09 blocks and common area.

The minor increase and decrease in the area of treatment may take place during the year and no extra payment and deduction will be made in this regard.

The tenderer is advised to quote the rates with due provisions as necessary, based on the scope of works and specification/description of items as well as terms and conditions contained in the Tender Document.

Kindly note that Rates are to be quoted for a month/quarter as indicated in BoQ.

Note: Some of the treatments are to be done every month. Etc. But the rates are to be quoted for a quarter. For example, rodent control needs to be done every month but the bill will be paid once in a quarter for services rendered in three months.

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<td></td>
<td>Disinfestation Treatment using baits / chemical spray internal:</td>
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<td></td>
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<tr>
<td></td>
<td>Carrying out bait treatment in the flats by using non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards. The treatment includes removal and disposal of old baits etc. Complete.</td>
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<td></td>
<td>If treatment is not found effective, additional treatment at no extra cost will have to be carried out.</td>
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<tr>
<td></td>
<td>The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## i) For Officers flats (3 BHK-10 flats in A-6 building)
Periodicity: Once in a quarter

**Rate and amount in words (per quarter)**

<table>
<thead>
<tr>
<th>flats (3 BHK-10 flats in A-6 building)</th>
<th>Rate x 10 x 4</th>
</tr>
</thead>
</table>

## ii) For Flats (2 BHK-90 flats in 09 buildings)
Periodicity: Once in a quarter

**Rate and amount in words (per quarter)**

<table>
<thead>
<tr>
<th>flats (2 BHK-90 flats in 09 buildings)</th>
<th>Rate x 90 x 4</th>
</tr>
</thead>
</table>

## 2 Disinfestation / Pest Control in common areas using chemical sprays:

Carrying out Pest Control Treatment in all the common areas in the residential and office complexes such as staircase / lobbies / passage / corridors / manholes / inspection chambers / etc. the item of work includes opening of manholes / inspection chambers / gully traps etc. covers and replacing the same in position to restore normalcy after spraying ISI approved chemicals.

If treatment is not found effective, additional treatment at no extra cost will have to be carried out.

The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.

### 2.1 i) As above For entire complex
Period – Once in a month

**Rate & Amount in words (Per month)**

<table>
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<tr>
<th>entire complex</th>
<th>Rate x 12</th>
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### 2.2 External Rodent Control Treatment: For entire complex
Rodent Control Treatment for controlling Rats, Mice & Bandicoots
Period – Once in a month

**Rate & Amount in words (Per month)**

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<tr>
<th>entire complex</th>
<th>Rate x 12</th>
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### 3 External Fogging Treatment:
Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open / common areas etc. complete as directed by certifying officer.
Period – Once in a month

**Rate x 12**
Rate & Amount in words (Per month)

Total for all works for a year

Total in words

Note:
1. Rates are to be quoted inclusive of cost of all materials, tools and tackles, materials/chemicals/insecticides/pesticides in addition to the manpower cost (wages, liveries, insurance, etc.) and also all prevailing taxes, levies like service tax, vat, octroi, etc. and as per scope of work & BOQ and after visiting the site. **No escalation or increase in the rates will be given during the Contract period in respect of any pest control works.** The contractor should take into account all the anticipated increases in rates, taxes, etc. while quoting the rates. The increase in rates will be considered only on account of changes in tax structure/rates like GST to the relevant extent on pest control services.

2. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.

3. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered.

4. The manpower deployed at site should be well experienced. Before deployment of staff, their bio-data/competence shall be verified by the Bank’s Engineer/designated official in the beginning of AMC as well as changing the staff/labour.

5. The contractor should have a valid license for the works.

6. The contractor has to give satisfactory services for all works of AMC and bank reserves the right to remove/delete any particular work from the awarded AMC.

7. **The contractor has to submit one quarterly bill, as the case may be. The payment shall be done only for the number of flats / works that have been carried out and after obtaining signatures of the occupants / ACTs. No payment will be done if the works is not carried out in a flat for any reason/s.**

8. The contractor will comply with Labour Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.

Accepted all terms & conditions 
of technical & financial bid

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<th>Place</th>
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<tr>
<td>Date</td>
<td>: (Signature of the Tenderer)</td>
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<td>Address</td>
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