

**Tender for Annual Maintenance Contracts for
Pest Control services at Office Building and
Residential Quarters of NABARD, Chattisgarh RO
for the period from 01 July 2025 to 31 March 2027**



**Chhattisgarh Regional Office
Plot No. 01, Sec 24, Atal Nagar, Naya Raipur,
Chhattisgarh-492018**

Date of issue of tender document	19 May 2025
Pre Bid Meeting with bidders	22 May 2025
Due date for submission of tender	09 June 2025, 2.00 PM
Date and time of opening technical bids	09 June 2025, 2.30PM
Issue and Opening of Price Bid	Will be communicated to qualified bidders in due course.

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NOTICE INVITING TENDER

Ref.No. NB.CGRO.DPSP/25436/ AMC/ 2025-26
19 May 2025

Madam/ Dear Sir

Notice Inviting Tender (NIT) – Tender for Empanelment of contractors and Comprehensive Annual Maintenance Contract for pest control treatment works in Office building and Residential quarters of NABARD, Chhattisgarh Regional Office, Naya Raipur from 01 July 2025 to 31 March 2027

1. NABARD, Chhattisgarh Regional office invites tenders in GeM from prospective bidders for empanelment of contractors and comprehensive Annual Maintenance Contract (CAMC) for pest control treatment work in its office building and residential quarters for the following works:
2. This NIT and tender documents can be downloaded from our website at <https://www.nabard.org>, CPPP website and GeM site. The bidders are required to fill in the tender document properly, submit the required documents, quote the price bid and enclose in GeM in addition to quoting the rates in GeM.
3. The Contract period will be from **1st July 2025 to 31st March 2027 with a provision of review of performance on completion of each year**. The renewal of contract shall be on sole discretion of NABARD subject to satisfactory performance and at mutually agreed terms and conditions.
4. The services are to be provided under AMC as per the scope of work and terms and conditions mentioned in tender document:
5. The vendors those qualify the technical bid will be kept empanelled in respective category till 31 March 2027. Separate quotations/bids will be called from these empanelled vendors for future works of NABARD which are not covered under this maintenance contract as and when necessary and they have to execute the work as per the agreed terms and conditions of the tender.
6. **AMC Contract shall be executed for all locations in a single agreement. Bidders must quote for all of the above services individually in the Price bid.**
7. Tenderers are advised to submit tenders in GeM only, after carefully following the instructions in given GeM, tender document of NABARD, terms and conditions and scope of work of the tender etc.
8. Any clarification in regard to the tender may be contacted at Shri Dhruv Raj Singh, DGM(9451550034), Shri N M Jadhav, AGM (9570000307), Shri Sunil Kumar Tarai, AM(8553197282).
9. The tenderer/bidder shall submit two separate bids for each work i.e. Technical Bid and Financial/Price Bid which should be complete in all respect.
10. Tenders must be submitted in GeM not later than 02.00 pm on 09 June 2025. Tenders received after stipulated date and time shall not be entertained. The Technical Bids will be opened online at 2.30 PM on 09 June 2025 at NABARD Chhattisgarh Regional Office in presence of the interested bidders who choose to be present or in any eventuality, on the date and time as decided by NABARD. All the bidders are advised in their own interest to be present on the specified date. No separate intimation will be given in this regard. Please note, not more than two representatives from each bidder

shall be entertained. The representative has to furnish an authorization letter from the respective bidder on their letter head for participating in the technical bid opening.

11. The Financial Bid shall be opened after detailed evaluation of the technical bid. The date of opening of Financial Bid will be intimated separately to the technically qualified bidders only. The Bids should not contain any conditions whatsoever and any such conditional bids received shall be rejected.
12. NABARD does not bind itself to accept the lowest bid (L1). NABARD reserves the right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons whatsoever. The decision of the Bank in this regard shall be final.
13. The bids shall remain valid for acceptance for 3 months from the date of opening of price/ financial bid. If the tenderer withdraws his tender before the expiry of the said period, then the bank without prejudice to any other right or remedy will be at liberty to forfeit the earnest money.
14. All documents that comprise the offer should be signed and sealed by the bidder, as a token of acceptance to the terms and conditions specified in the tender.
15. Bidder shall deposit Earnest Money Deposit (EMD) as under:

Sr. No.	Services	EMD Amount (Rs.)
1	Pest control treatment of Office building and Residential Quarters	12600/-

EMD is exempted for MSEs certificate holder for manpower category as defined in MSE Procurement Policy issued by GoI or bidders who are registered with Central Procurement Organizations and Udyam Portal. The technical bid without EMD shall be summarily rejected. EMD will be paid vide NEFT/RTGS to following account:

NAME OF THE ACCOUNT	NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
BANK NAME	NABARD
BRANCH NAME	HEAD OFFICE, MUMBAI
IFS CODE	NBRD00000002
VIRTUAL ACCOUNT NUMBER (VAN)	NABADMN39

16. No interest shall be paid on the EMD so deposited. EMD of the successful bidder shall be adjusted with security deposit, whereas EMD of the unsuccessful bidders will be refunded upon the issuance of work order. The quantum of security deposit shall be 5% of the approved annual contract amount. The successful tenderer has to submit the balance amount of security deposit within 10 days of acceptance of work order. Security Deposit will be refunded after the expiry of the contract period. Security Deposit will not bear any interest.
17. **Technical bid shall contain:**
 - a. "Technical bid" of tender with every page signed and stamped by bidder.
 - b. Proof of EMD payment.
 - c. Power of attorney authorizing the person to sign the tender.
 - d. Checklist duly signed.

18. **Price Bid shall contain:**
- Price Bid.
 - Calculation sheet (separate for each service) as prescribed in the tender.
 - shall not contain any condition whatsoever and any conditional bid shall be summarily rejected.
19. If the last date of receipt or 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.
20. A **pre-bid** meeting will be held at **NABARD, CHHATTISGARH REGIONAL OFFICE, NAYA RAIPUR** at 3.00 pm on 22 May 2025 with the prospective bidders, to clarify any issues pertaining to the tender. The bidders are expected to thoroughly read the tender document and present the details of issues / clarification required in the pre-bid meeting, so as to understand all aspects of the work.
21. The tenderer should quote the rates in figures as well as in the words. In case, discrepancy is found in the rates in words and figures, then the rates quoted in words shall be taken as correct.
22. The tender document must be filled in English. If any of the documents are missing or un- signed in price bid, the tender shall be considered invalid. In case of technical bid, the details of incomplete or missing documents will be intimated to the tenderer and the tenderer has to submit all those documents within 03 days after communicating the same, in case the tenderer fails to submit the required documents within 03 days the tender will be rejected.
23. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the tenderer who resort to canvassing will be liable to rejection.
24. Before quoting, the tenderer shall inspect the site, to fully acquaint himself about the condition in regard to accessibility of the site, working condition of site, locality including installations of tools and plants (T&P) and local authority regulations / restrictions if any, conditions affecting accommodations and movement of personnel etc. required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the NABARD in any circumstances.
25. Any discrepancies, omissions, ambiguities in the tender documents, if any, or any doubt as to their meaning should be reported in writing to CHIEF GENERAL MANAGER, NABARD, CHHATTISGARH REGIONAL OFFICE, At- Plot No 01, Sec 24, Atal Nagar Naya Raipur, Chhattisgarh- 492018 who will review the queries and if information sought is 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 in the tender documents or any doubts as to their meaning are not brought to the notice of NABARD before three working days prior to the last date of submission of the tender.
26. NABARD also reserves the right to divide and distribute the work to more than one tenderer at its sole discretion.
27. The successful bidder(s) shall execute an agreement at its own cost on non-judicial stamp paper of Rs.100/- with NABARD in accordance with the standard format provided by NABARD within 14 days from date of issue of work order, failing which bidder's EMD may be forfeited.

Sd/-

(Dhrub Raj Singh)
Dy. Gen. Manager



Part 1

TECHNICAL BID

1. FORM OF TENDER

(On the letter head of the bidder)

Date: _____

The Chief General Manager

National Bank for Agriculture and Rural Development
Chhattisgarh Regional Office
Plot No. 01, Sec 24, Atal Nagar, Naya Raipur,
Chhattisgarh- 492018.

Dear Sir/Madam

Notice Inviting Tender –Tender for Comprehensive Annual Maintenance Contract for pest control treatment work in NABARD's office building and Residential Quarters- Chhattisgarh RO, Naya Raipur

1. I / We have examined the Scope of Works, Schedule of Quantities and Terms and Conditions relating to the tender for the works invited by you and are submitting our offer for the work:
2. I / We have visited the site, examined the scope of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.
3. I / We agree to deposit interest-free **EMD Rs. 12600/-** through NEFT and enclose the transaction report in the technical bid.
4. 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 Schedule of Quantities in all respects as per the specifications and Scope of Works, described in the Tender Document.
5. In the event of this tender being accepted, I/We agree to enter into an Agreement with NABARD as per the prescribed format.
6. 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.
7. 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, and other taxes prevailing from time to time. Rates are including taxes and valid for the currency of the contract.

8. 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. I/We will be responsible for any legal/Quasi legal matters arising due to non-compliance of statutory obligations, and indemnify NABARD from any complications, all expenditure in this regard will be borne by me/us.
9. We hereby certify that all the statements made and information supplied in the tender Document and accompanying statements are true and correct.
10. Should this tender be accepted, I / we hereby agree to abide by and fulfil all the Terms and Conditions and Provisions of the said Contract Document annexed hereto.

Name of the person authorized to sign and submit the Tender

I).....

2. Instructions for filling the Tender

All the pages of the Tender Document shall be signed by the Tenderer. NABARD takes no responsibility for delay / loss in post or non-receipt of Quotations / Tender Documents.

A. Instructions for filling the Price bid

1. Quoted rates should be workable and reasonable.
2. The contractor may be required to furnish **Rate Analysis**, along with the price-bid, for the rates quoted by him/her in this tender, if required.
3. The contractor is advised to visit the premises before quoting the rates and get all clarifications.
4. No purchase Preference **shall be given to MSME or Startups**.
5. Rates shall have to be quoted in both words and figures.
6. Signature of the authorized signatory of the contractor / Tenderer
7. Bids submitted by unauthorised agents and FAX / Telegraphic/Email bids shall not be entertained / considered.
8. The quoted amount should include all items pertaining to the Pest control Treatment works.
9. 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.
10. The Contractor shall make necessary arrangement for watch and ward of his materials at his own risk and cost.
11. If last date of receipt of Tender and opening date is any holiday, then submission and opening of Tenders / Quotations shall be shifted to next working day without change of time and venue.
12. 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.
13. 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 tallies, but the amount is not worked out correctly, the rate quoted by the Contractor shall be taken as correct and not the amount.
14. No advance shall be paid towards mobilisation and cost of materials.
15. 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.
16. 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 and Contractors All Risk 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. The insurance policy may be obtained in the Contractor's name to the amount of at least 1.25 times of the tender amount. The decision of NABARD in this regard shall be final and binding.
17. 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.
18. 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 shall keep NABARD and its officers indemnified against all actions, costs, expenses, damages, claims, suits or demands, or any loss or liabilities of whatsoever nature arising directly or indirectly 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.
19. The Contractor shall monitor the on-going works or satisfactory completion of works or redressal of complaints through his staff.
20. 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.

21. The decision of NABARD in awarding the work shall be final.
22. 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.

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. (Signature of the Tenderer)

Name and Seal:

Address:

Place:

Date :

3. PRE-QUALIFICATION CRITERIA

1. The Tenderer should have a minimum experience of five (05) years of providing said AMC services as on 31 March 2025 for following works.

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. (4) Fogging & Anti Larva Treatment

2. The Tenderer should have at least one of the qualifying work carried out for Public Sector Undertakings (PSUs)/Banks/Govt. Offices
3. The Contractors who are registered with any Govt. / Semi-Govt. / Govt. Undertakings / Autonomous bodies / Corporate Sector / Financial Institutions and having experience of executing AMC works may enclose detailed certificates / credentials along with the Technical Bid (Part I) of the tender.
4. The bidders should have carried out similar works during last 5 years (ending 31.03.2025) with annual contract value (costing individually) not less than the amount as given in following table:

Sr. No	Experience Criteria	Contract value executed (Rs. Lakh)
1	1 similar work during last 5 years (ending 31.03.2025) with annual contract value (costing individually) not less than Rs.	3.00
	OR	OR
2	2 similar works during last 5 years (ending 31.03.2025) with annual contract value (costing individually) not less than Rs. >>>	1.63
	OR	OR
3	3 similar works during last 5 years (ending 31.03.2025) with annual contract value (costing individually) not less than Rs. >>>	1.20

5. The tenderers should have minimum average Annual Turnover of **Rs.2.25 lakh** during the last three years ending **31 March 2025**. It should be supported with audited balance sheet / profit & loss statement certified by a registered Chartered Accountant.
6. The tenderer **should have their own office within Raipur city in Chhattisgarh**. Related documents should be submitted.

Note: Any false and/or inadequate information may result in rejection of the tender.

4. GENERAL CONDITIONS OF THE CONTRACT

1. Description of AMC Sites:

a. NABARD Office premises, Naya Raipur

b. Residential Quarters at Sector 27, Naya Raipur

2. Tenderers are advised to visit the site/colony and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.
3. Quoted rates should be workable, reasonable and should include incidental and all overheads and profits. The Tenderers will furnish Rate Analysis for scrutiny of the rates by NABARD, if required.
4. Rates should be including all taxes in accordance with various statutory enactments and should be firm for the entire Contract Period. No increase in rates will be allowed during the entire Contract Period on this account except change in Govt. taxes.
5. Validity of Offer: 90 days from the date of opening of the price bids.
6. **Monthly/quarterly/half yearly** payments will be made in the case of AMCs based the Terms & Conditions bills submitted by the Contractor and certified by the concerned ACT/Site Supervisor/ Official 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 after completion of the pest control treatments on the approved formats and should submit all these with the bill.
7. 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 the stipulated time.
8. IT and GST-TDS and other statutory deductions, as applicable, will be deducted from total payment due to the Contractors.
9. All works, complaints / instructions given by the respective authorities covered under the Comprehensive Annual Maintenance Contract are to be attended on 24 hours. 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.
10. 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 be considered as a constraint by the Contractor.
11. 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 thereof shall be recovered from the Contractor at the discretion of NABARD.
12. 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.
13. The rates quoted shall include cost of all tools and tackles, manpower cost etc., taxes & duties (including all applicable taxes such as GST etc.), Insurance (if any) etc. No extra payment over and above the rate quoted shall be made to the contractor in this respect.
14. The Contractor should arrange to obtain necessary insurance cover i.e. (i) Workmen Compensation policy and (ii) Contractors All Risk Policy (CAR policy) for his employees at his cost and should be responsible for the safety of persons employed by him.
15. The contractor shall maintain necessary records/ registers for stock and consumption of materials, /chemicals/insecticides/ pesticides etc. as advised by the Bank.

- 16.** Contractor shall take/provide all necessary precaution and preventions for safety of any human present while fogging, spray, gel/paste application etc.
- 17.** 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.
- 18.** 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, etc. at the site.
- 19.** The Contractor's workmen should report to ACT/CT as per treatment schedules in the Price bid/ Bill of quantities. A register will be kept at site for indicating the details treatments and dates.
- 20.** The workers/staff employed should wear colour codes 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 behaviour/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.
- 21.** 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.
- 22.** 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.
- 23.** For any dispute, the decision of NABARD shall be final and binding upon the contractor. However, 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 through court of law in Raipur.
- 24.** 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.

25. The personnel deployed by the Contractor can use the common facilities such as drinking water, toilet, etc. if any, provided at the premises. However, it should be ensured that the same should be kept in hygienic condition.
26. 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.
27. 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.
28. 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. The fees and other statutory charges, if any, will be reimbursed to the Contractor based on the original receipts produced to the NABARD.

29. Termination of agreement:

a. "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

- i 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
- ii the contractor commits a breach of any terms and conditions of this agreement and/or
- iii the contractor is adjudged insolvent, or a compromise is entered by him with his creditors or
- iv for any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement and/or
- v 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.
- vi 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.

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

30. On site storage space will be provided to the Contractor subject to availability. NABARD will not be responsible for Contractor's materials. The Contractor may be required to vacate the storage space and sheds as per exigency without any extra cost to NABARD.
31. 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 with permission of NABARD.
32. While submitting the bill for pest control services, the Contractors have to submit bills separately for Office and Residential Quarters. Contractor will not link payments to his labours with settlement of his bill by NABARD.

33. The contractor should have efficient and skilled technical staff to handle the job.

34. The following statutory requirements may be ensured:

- i. The bidder shall be registered with Income Tax and Goods & Services Tax (GST) authorities.
- ii. Bids, if not submitted in Bank's approved bid format shall be treated as invalid and are liable for rejection.
- iii. Non-compliance of any of the conditions mentioned above by the bidder will be considered non-eligibility for the service for which tender has been invited and such bids shall be summarily rejected.

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

Place:

Date:

Address:

Signature of Tenderer:

Name and Seal:

5. SPECIAL CONDITIONS OF THE CONTRACT

1. 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.”
2. Contractor shall follow the prescribed formats/procedures for official documentation like registers, etc. as stipulated by NABARD from time to time.
3. Contractor shall maintain **job cards** and a proper Record/Register indicating reasons for not attending to any particular work/ time schedule. The periodicity and expected schedules are given in the scope of work. Time is the essence of the contract. For delay in execution of the work penalty per week shall be calculated at 0.25% of the accepted tender amount, subject to a maximum of 5% of the accepted tender amount shall be recovered from the contractor. The responsibility of engaging and maintaining adequate/approved strength of workers lies with the Contractor in view of timely attention and completion of the routine works within the given time frame. In case of non-attendance or non-timely attendance or non-timely completion or below- standard carrying out of any work by the contractor, the Bank shall get the work satisfactorily carried out through its other agencies at the risk and cost of the contractor. Apart from making payments to the said other agencies from the dues of the contractor, the Bank shall also levy a penalty as above.
4. The property will be handed over to the Contractor on 'as is where is' basis and the contractor shall ensure proper service to a reasonably satisfactory level.
5. NABARD reserves to change scope of work or the number of labours during the contract period.

Declaration by the Contractor

We / I have read and understood the Scope of Work and special terms and conditions for the AMC works in the entire Office premises / Colony (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 and animals.

Sign

Date & Place:

Address:

6. Basic Information about Bidder

Sr. No	Particulars	Details
1	Name of the Applicant/Organisation and address of their registered office	
2	Type of the Organization (whether Sole Proprietorship/ Partnership/Private Limited/ Limited or Cooperative Body etc.)	
3	Name of the Proprietor/Partners/Directors of the organization	(a) (b) (c)
4	Details of Registration (Whether Partnership firm, Company, etc.) - Registering Authority, Date, Registration No., etc. mentioning the business/ activity of the firm	
5	Experience in the field of pest control Works (Years)	
6	Technical personnel available in the organization (Details to be furnished in 7.c)	
7	Address of office through which the proposed work of National Bank for Agriculture and Rural Development (NABARD) will be handled and the details of the official	
8	Adequate and satisfactory evidence to indicate financial capacity of the Organisation to undertake work with names of and their full address. (Solvency Bankers from the Bank and Income Tax clearance certificate shall be attached.)	
10	Yearly turnover of the company during last 3 years (Year wise) duly audited by a CA. – Attach balance sheet/P&L a/c statement and IT returns of the firm of last three years.	
11	Whether any Civil Suit/Litigation arisen in the contracts executed during the last 5 years/being executed. If yes, please furnish the name of the project, employer, nature of work, contract value, work order and date and brief details of litigation	

7. Work Experience

a) Previous Experience

List of important works done in last five years (as per the pre- qualification criteria mentioned in this tender)

Sr. No	Name & Location of work	Cost of work	Name of owner	Full address	Name of the contact person from owner's side for whom work was executed	Contact no. of the contact person of the owner (Mandatory)	Email id of the contact person (Mandatory)	Completion period		Whether the work was left incomplete (reasons if any for delay in completion of work) or contract was terminated from either side (give full details)	Any other relevant Information
								Stipulated	Actual		

Note: - The supporting documents like work order, experience certificate, completion certificate shall be enclosed mandatorily.

b) Ongoing Projects

List of important works on Hand.

Sr. No	Name & Location of work	Cost of work	Name of owner	Full address	Name of the contact person from owner's side for whom work was executed	Contact no. of the contact person of the owner (Mandatory)	Email id of the contact person (Mandatory)	Completion period		Whether the work was left incomplete (reasons if any for delay in completion of work) or contract was terminated from either side (give full details)	Any other relevant Information
								Stipulated	Actual		

Note: - The supporting documents like work order, experience certificate, completion certificate shall be enclosed mandatorily.

8. Scope of Works and Specifications

Pest & Rodent Control Treatment /Chemical Spraying/ Gel Treatment/ Fogging.

General guidelines and scope of Work:

1. Pest Control should aim at eradication of Cockroaches, Mosquitoes, Flies, Lizards, bedbugs, other bugs, insects and Beehive removal 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, termites, spiders, silver fish, wasps, lizards and Beehive removal etc. so as to keep the premises free from pests. The further details are given in the site wise Price bids BoQs.
3. The Pest Control treatment in office areas/ officers 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, drains/ 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.
4. The treatment for ants, cockroaches, mosquitoes, bugs/bedbugs, spiders, silver fish, wasps, lizards, termites 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.
5. 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, termites, 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 / antilarvae treatment shall be used for mosquito Control.**
6. Rodent Control: Rodent controlling should be done as per the prescribe 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.
7. 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 in Office building & officers' quarters.

Office areas: Traps.

Substation, Cable routes

Outside: Traps.

AHU/ducts/drain-poison bait.

8. 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.
9. **Pest/rodent control inside chambers:** Contractor has to spray chemicals/ anti larvae treatment inside the drains, damp areas, manholes, sewer lines, etc. regularly to destroy the cockroach and mosquito breeding.
10. Necessary pest control treatment should also be carried out in vacant flats in coordination with ACT of the officers' quarters. The guest houses will be treated as and when required by the Bank. Periodicity may vary in case of guest houses, gymnasiums, dispensaries, etc. as per the requirements at site. After certification of ACT, extra amount as per the quoted rates shall be paid for number of extra treatments.
11. For treatment of White ants/termite, extra payment will be made by Bank as and when required. Rate could be provided.
12. **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 offices areas/ colony. No different rates shall be paid for treatments. The area of fogging shall be in the Office building and officers' quarters as and where necessary as decided by NABARD. It will be carried out in the evening hours/ when the mosquitoes are active as & when required. Frequencies may change.
13. The flats and periodicity are given in Annexure-II
14. Beehive removal as & when required.
15. **Broad Specifications:**
 - a) 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.
 - b) 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.
 - c) 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.

16. Pesticide Regulation 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 in 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 insecticides (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.

17. Materials:

- a) All the pesticides, insecticides, rodent repellents, other required materials and equipment will be provided by the Contractor. Nothing will be provided by the Bank.
- b) 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.

18. 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.

Note:

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

Annexure I

Nature of Work and Periodicity:

OFFICE BUILDING: -

Building Status:

Area	Carpet Area per flat (sq ft) - Approximate
Workspace and Office Usage area	48000
Parking	14200
Common Area - Outside	20000

Treatment Type:-

S No.	Particulars	Periodicity	Method, Chemicals
1	Pest Control including cockroach treatment in whole office including common area	Fortnightly	Water based deltamethrin/ alphacypermethrin/ betacyfluthin / cyphenothrin, emulsion spraying. For cockroach treatment – Only Gel to be used. No spraying of chemicals.
2	Rodent Control	Monthly	Baiting by bromadiolone cake and loose baiting
3	Fogging and Anti Larvae Treatment	As and when required	Cypermethrin
4	Removal of beehive	As and when required	-
5	Anti-Termite Treatment	As and when required	Drilling the wall and applying suitable chemicals

ANNEXURE II

Residential Quarters:

(Occupancy may change later and payment will be settled as per actuals. While quoting Price, the current status may be considered)

Quarter Status:

Flat Type	Total No.s	Occupied	Vacant	Carpet Area per flat (sq ft)
Block 42,43 (3 BHK)	28	21	7	862
Block 34 (2 BHK)	14	9	5	526
Block 13 (1 BHK)	8	3	5	344
Block 9 (1 BHK)	4	1	3	396
P3B (Bungalow)	5	1	4	1627
P4A (Bungalow)	1	0	1	2804
Common Anrea (Approx)				6000

Treatment Type:

Sr. No.	Particulars	Periodicity	Method, Chemicals
1	Pest Control inside the flats and common area including cockroach treatment (staircase, landings, verandahs, plinth, lawns, sewage chambers, garbage bins, gutter sewage pipes, area around the blocks and other peripheries of the staff quarters and area along the boundary of the colonies)		
	(a) Occupied Flat	Monthly	Cypermethrin/ alphacypermethrin/ betacy fluthin / cyphenothrin, emulsion spraying
	(b) Vacant Flats	Quarterly	For cockroach treatment only Gel to be used. No spraying of chemicals.
	(c) Common Area	Monthly	Deltamethrin / lambda cyhalothrin / propoxur
2	Rodent Control	Monthly	Baiting by bromadiolone cake and loose baiting

3	Fogging	As and when required	Cypermethrin
4	Anti-Larvae Treatment	As and when required	Cypermethrin
5	Removal of beehive	As and when required	-
6	Anti-Termite Treatment	As and when required	Drilling the wall and applying suitable chemicals

Location wise details of quarters:

Instructions:

1. **Pest Control Treatment:** 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 household pests like cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitoes, termites, similar other crawling/flying insects and lizards etc. The treatment includes removal and disposal of old baits etc. complete.
2. **Rodent Control Treatment:** For controlling rats, mice and bandicoots at Bank's Office Building as well as residential colonies.
3. **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.
4. **If treatment is not found effective, additional treatment at no extra cost will have to be carried out.**
5. The job card should get filled in and signed by the end users and should be enclosed with the bills for making payments.

9. 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. It is entirely the responsibility of the contractor to follow the safety procedures such as using safety belts, life lines, helmets, rubber gloves etc. depending upon the nature of works. Contractor is free to approach NABARD for any suggestion in this regard. However, any lapse in this regard will be viewed seriously.
5. A penalty of Rs. 1,000.00 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.
6. Penal action will also be taken if the contractor's supervisors and workmen do not wear the uniforms and photo identity cards issued and thus pose a security risk to the safety of the Bank's establishments, its staff and the families of its staff
7. The decision of the Bank in all such cases attracting penalties shall be final and binding on the contractor.
8. 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.
9. Smoking and chewing pan/ tobacco/ gutkha/ any other drugs etc. are prohibited in the premises.
10. For any job involving welding, soldering, lighting of flames, use of heat source or temporary electrical connection, prior permission from competent authority / designated engineer shall be taken before execution of the same. No job involving heat sources are permitted to be carried out after office hours, holidays and Sundays without prior permission.
11. The contractor shall ensure that the persons posted for the work are well conversant with the operation of fire extinguishers.

Declaration by the Contractor

We / I have read and understood the Safety code for the AMC works in the entire colonies (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.

Place:

Date: (Signature of the Tenderer)

Address:

Name and Seal:

10. Proforma for Electronic Payment

Details of Bank account to be furnished by the contractors/service providers for effecting payment

Name and address of contractors/service providers with phone nos.

.....
.....
.....
.....

1	Name of the <u>account holder (As appearing in the Bank account)</u>	
2	Name of the Bank	
3	Name of the Branch	
4	Account Number	
5	IFS Code	
6	Type of account (Savings, Current, etc.)	
7	PAN Number	
8	GSTN Number	

Signature

Please attach

1. one original cancelled cheque leaf of the above Bank account and
2. copy of PAN Card and
3. allotment letter/registration letter under GSTN
4. Copy of address proof

11. AFFIDAVIT
(on Rs.100/- non-judicial stamp paper)

DECLARATION

I,, sole proprietor/ partner/ authorized signatory of M/s.
....., sole proprietorship/partnership firm/public/private
limited company, having its principal place of business/ registered office at
..... (Full Address) do hereby solemnly affirm and declare
as under:-

That I am the sole proprietor of M/s_____

Or

That ours is partnership firm having partners as under:- Full
Name of partners.

- (a)
- (b)
- (c)
- (d)

Or

That ours is a private limited/public limited company incorporated in terms of
the provisions of the Companies Act,1956/Companies Act,2013.

(Delete which is not applicable while typing affidavit)

Please attach

If proprietorship, a registration certificate for the same/if
partnership Firm, partnership deed is to be enclosed, if private limited/public
limited company, Certificate of incorporation and Memorandum & Articles of
association to be submitted. All the partners/ directors should sign the affidavit
or the person authorized by all the partners or one of the Directors duly
authorized by Board Resolution in case of Company can sign with authority letter
from all the partners/or Board Resolution in case of Company is to be enclosed.

- 2.** That I hereby confirm and declare that my/our firm/company M/s
..... is not blacklisted/delisted or debarred or on
Holiday list with any company of Private/Public Ltd. or Government
Company/Govt. dept. from participating in the tender as on date.
- 3.** I know that to swear a false affidavit is a crime under the law and with such
knowledge only I have swear this Affidavit.

(Signature of the Proprietor/ Managing Partner/Director with Seal)

DEPONENT

Verified at on that the contents of paras 1 to 5 of this affidavit are true and correct and no part of this is false and nothing material has been concealed or falsely stated therein.

(Signature of the Proprietor/ Managing Partner/ Director with Seal)

DEPONENT

(Signature & Seal of Notary)

12.

DRAFT AGREEMENT

(On Non-judicial stamp paper of Rs.100/-)

AGREEMENT FOR ANNUAL MAINTENANCE CONTRACT

THIS AGREEMENT is made at Raipur on this day of _____ 2025

BETWEEN

National Bank for Agriculture and Rural Development, a body corporate established under an Act of Parliament viz. the National Bank for Agriculture and Rural Development Act, 1981 having its Head office at C-24, 'G' Block, Bandra-Kurla Complex, Bandra(East), Mumbai-400051 hereinafter referred to as "**NABARD**" (which expression shall, unless repugnant to the context or meaning thereof, means and includes its successors and assigns) of the **ONE PART**

AND

M/s., a firm/society/company registered/incorporated under the Companies Act, 1956 Act and having its registered office athereinafter referred to as the '**Contractor**' which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors, liquidators, administrators and assigns) of the **OTHER PART**.

*(NABARD and the Contractor are collectively hereinafter referred to as "**the parties**")*

WHEREAS

1. NABARD, being desirous of outsourcing the works relating to Comprehensive Annual Maintenance contract for pest control works at and hereinafter referred to "**the said works**") of its premises at its Regional Office at Sec 24, Atal Nagar, Naya Raipur and Residential Quarters in Sec 27, Naya Raipur (hereinafter collectively referred to as "**the said Premises**") for the period 01.07.2025 to 31.03.2027, had, vide its letter No.dated, issued a "Notice Inviting Tender" (hereinafter referred to as "the NIT") inviting bids for providing the said works at the said Premises. A copy of the NIT is annexed herewith as "Annexure 1" and to be read as part and parcel of this Agreement.
2. The Contractor had, vide its letter dated, submitted its Tender for undertaking the said works at the said Premises.
3. NABARD, vide its Letters of Intent No. dated had selected the Contractor for carrying out the said works at the said Premises.

4. The parties hereby agree, record and confirm the various terms and conditions for carrying out the said works at the said Premises hereinafter appearing.

NOW, THE AGREEMENT WITNESS THAT IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES THAT:-

1. The contract shall commence **from 01.07.2025 and shall continue till 31.03.2027** unless it is curtailed or terminated by NABARD owing to deficiency of services, sub-standard quality of manpower deployed, breach of contract, reduction or cessation of the requirements etc. NABARD shall pay a sum of **Rs..... for the said period** to the Contractor for carrying out the said works in the said Premises as per the details given in **Scope of Work** in the tender. The rate will remain fixed throughout the entire period of contract i.e. till 31.03.2027 and is inclusive of all costs such as insurance, taxes, duties, levies, cess, transportation, salaries and wages that may be levied, imposed, charged, paid or incurred by the Contractor.
2. The contract may be extended for further period/s after the expiry of the initial period i.e. 31.03.2027 as indicated in the tender document. NABARD shall, in that event, make a request in writing in this behalf to the Contractor one month prior to the expiry of the current contract/extended contract and upon such request, the Contractor shall provide the said works at the said Premises, on the same terms and conditions or with some addition /deletion/modification, for a further specific period, mutually agreed upon by the parties.
3. The Contractor should make discreet inquiries about the character and antecedents of the persons whom they are deploying in NABARD. The Contractor shall ensure that the individuals deployed in NABARD satisfy the minimum technical and educational qualifications as mentioned in the tender document.
4. The number of manpower required will be purely based on the requirement at site. No additional payment shall be made if the contractor keeps more staff for completing the pending work or if minimum staff strength is not able to perform satisfactorily as per the contract provision. All deployed manpower shall wear Identity card/s provided by the office every day during working hours.
5. NABARD shall have discretion to change the scope of work whenever required.
6. The said works at the said Premises, which will be entrusted to the Contractor from time to time by NABARD, are to be rendered without causing any hindrance or disturbance to any staff member of the NABARD working during the normal working hours. The work shall be carried out efficiently, in consonance and in conformity with the standards of a neatly and hygienically maintained premises.
7. The Contractor shall, for all intents and purposes, be the “Employer” within the meaning of different labour legislation in respect of manpower so employed by him and deployed in NABARD and the manpower so employed by him 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.

8. The Contractor shall promptly and timely obtain all such consents, permissions, approvals, licenses etc., as may be necessary or required for carrying out the said works in the said Premises in accordance with this Agreement. The Contractor shall also inform and assist NABARD in procuring any registration, permissions or approvals, which may be at any time during the currency of this Agreement or the extended period be statutorily required to be obtained by NABARD for availing the services under this Agreement. The Contractor shall obtain appropriate license under the Contract Labour (Regulation and Abolition) Act 1970 and the Rules and shall comply with all terms and conditions thereof strictly, and shall keep such license duly validated and / or renewed from time to time throughout the currency of this Agreement.
9. All persons deployed by the Contractor in NABARD will be subjected to security check by the NABARD while entering and leaving the premises. The Contractor shall be required to provide supervisory staff for ensuring efficient and smooth operations.
10. The Contractor shall attend to complaints relating to the said work received from the employees of the NABARD and shall devise a system whereby such complaints when brought to the notice of the Contractor will be attended promptly by him or his employees concerned.
11. The Contractor shall be solely responsible for the redressal of grievances/resolution of disputes relating to person deployed. NABARD shall, in no way be responsible for settlement of such issues whatsoever.
12. NABARD shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by the Contractor in the course of their performing the functions/duties, or for payment towards any compensation.
13. 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.
14. It will be the responsibility of the Contractor to meet transportation, food, medical and any other requirements in respect of the persons deployed by him in NABARD. It will be the responsibility of the contractor for disposal of packaging of materials to the approved dumping ground and NABARD will have no liability in this regard.

15. The Contractor shall provide suitable uniforms consisting of Shoes, Dress, and Sweater to the persons employed by it and necessary tools, equipment and machinery for carrying out the said works at the said Premises. Such persons without complete uniform will be treated as absent. The Contractor shall also provide all safety items such as safety shoes, gloves, masks, etc.
16. The Contractor, wherever and whatever material is provided by NABARD, shall use it properly. Any improper use leading to wastage / pilferage shall be made good by the Contractor to NABARD.
17. NABARD will not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, tools, equipment, machinery, Contractors vehicles or vehicles of the personnel of the Contractor. 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 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. The CAR policies are required to be at least for 1.25 times of the contract value.
18. The Contractor's personnel shall not divulge or disclose to any person, any details of office, operational processes, technical know-how, security arrangements, administrative/ organizational matters as all are of confidential/secret nature.
19. 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.
20. The Contractor shall ensure proper conduct of its personnel in the said premises, and enforce prohibition of consumption of alcoholic drinks, paan, smoking, loitering without work, etc.
21. The Contractor shall depute a coordinator who would be responsible for immediate interaction with the Officer-in-charge of Department of Premises, Security and Procurement, Head Office NABARD so that optimal services of the persons deployed by the Contractor could be availed without any disruption.
22. The Contractor shall immediately provide a substitute in the event of any person leaving the job due to his/her personal reasons. In case of delay in attending the work or providing the substitute in time shall attract a pre estimated fine and 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. Contractor shall maintain a proper Record/Register indicating reasons for not attending to any particular complaint within time schedule, failing which penalty as per Bank's decision shall be levied. The expected period of completion of the various items and the amount of deduction beyond that period for pending complaints as per tender conditions shall be applicable.

23. The Contractor, upon receiving a notice from NABARD, shall replace immediately any of its personnel who is found unacceptable to NABARD because of security risks, incompetence/conflict of interest/misconduct.
24. In case, the manpower deployed by the Contractor commits any act of omission/commission that amounts to misconduct/indiscipline/incompetence, the Contractor will be liable to take appropriate disciplinary action against such persons, and if so, required by NABARD, remove him/them from the said Premises.
25. The Contractor, as a taxable service provider, must be registered with Central Excise Department and obtain Registration and should attach a copy of Certificate along with the Agreement. The Invoices / Bills / Challans should be serially numbered and it should contain the Name and address of Service Provider & Service Receiver, Description of service, etc.
26. The Tax Deduction at Source (TDS) shall be effected as per the provisions of the Income Tax Act, as amended from time to time and a certificate to this effect shall be provided to the Contractor by NABARD.
27. The Contractor shall also be liable for depositing all taxes, levies, Cess etc. on account of carrying out the said work to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
28. The Contractor shall maintain all statutory registers under the applicable law. The Contractor shall produce the same, on demand, to NABARD or any other authority under law.
29. The Contractor on its part and through its own resources shall ensure that the goods, materials and equipment, etc. of NABARD are not damaged in the process of carrying out the said work and shall be responsible for acts of commission and omission on the part of its staff and its employees etc. If NABARD suffers any loss or damage on account of negligence, default or theft on the part of the employees /agents of the Contractor, then the Contractor shall be liable to compensate for the same. The Contractor shall fully indemnify NABARD against any such loss or damage. NABARD shall have further right to adjust and/or deduct any of the amounts as aforesaid from the payments due to the Contractor under this contract.
30. The Contractor will have to deposit a security amount (including EMD) of **Rs.....(Rupees.....)** for NABARD Chhattisgarh Regional Office vide NEFT/ RTGS at the rate of 5% of the approved tender value. In case, the Agreement is further extended beyond the initial period, the security deposit would be retained.
31. In case of breach of any terms and conditions of this Agreement, the Performance Security Deposit of the Contractor will be liable to be forfeited by NABARD besides annulment of the Agreement.
32. In case, the Contractor fails to comply with any statutory/taxation liability under appropriate law, and as a result thereof, NABARD is put to any loss/obligation, NABARD will be entitled to get itself adjusted out of the outstanding bills or the Security Deposit of the Contractor, to the extent of the

loss or obligation in monetary terms. If the adjustment is not possible, then the same may be recoverable from the contractor.

33. In case any of documents furnished by the Contractor is found to be false at any stage, it would be deemed to be a breach of the terms of this Agreement making it liable for legal action besides termination of contract.
34. If the Contractor becomes insolvent or fails to observe or perform any condition of this Agreement then notwithstanding any previous waiver of such default or action being taken under any other clause hereof NABARD may terminate the contract and forfeit the said performance security deposit and recover from the contractor any loss suffered by NABARD on account of the Agreement being terminated.
35. The Contractor shall not transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency without the prior written consent of NABARD.
36. If the services of the contractor are not found satisfactory, the contractor will be given one month notice 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, any day after the expiry of the said notice period. However, the contractor firm can terminate the agreement by giving three months notice in advance. If the Contractor fails to give such three months notice in writing for termination of the agreement, then the Security Deposit will be forfeited. Notwithstanding anything contained in this Agreement, the Contractor shall continue to provide services of the persons deployed in NABARD on the terms and conditions of this Agreement till the date of termination this agreement.

37. Resolution of disputes

- a. This Agreement shall be governed by and construed in accordance with the laws of India.
- b. Disputes or differences whatsoever, arising between NABARD and the Contractor shall be resolved amicably between NABARD's representative and the Contractor's representative.
- c. 41.3 In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then the same shall be resolved as follows:
"Any dispute or difference whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties."
- d. The venue of the arbitration shall be at **Raipur**.
- e. The language of arbitration shall be English.
- f. Work under the Agreement 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. Save as those

which are otherwise explicitly provided in the Agreement, no payment due or payable by NABARD to the Contractor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof.

- 38.** Any notice, for the purpose of this Agreement, has to be sent in writing to either of the parties by facsimile transmission, by registered post with acknowledgement due or by a reputed courier service. All notices shall be deemed to have been validly given on (i) the business day immediately following the date of transmission with confirmed answer back, if transmitted by facsimile transmission, or (ii) the expiry of 5 days after posting, if sent by post, or (iii) the business date of receipt, if sent by courier.
- 39.** This Agreement, its Annexures and the NIT constitute the entire Agreement between the Contractor and NABARD, and supersede any prior or contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding the subject matter of this Agreement. In the event of conflict between the provisions of this Agreement and any attached Annexure or the NIT, the provisions of this Agreement will prevail to the extent of such conflict take precedence. In the event of conflict between the provisions of any attached Annexures and the NIT, the provisions of any attached Annexures will to the extent of such conflict take precedence. The terms and conditions of this Agreement may not be changed except by an amendment signed by an authorized representative of each party. NIT shall be the reference document to the extent the terms and conditions are either not reiterated or not given a contrary meaning under this Agreement.
- 40.** This agreement is being executed in duplicate, NABARD should keep the original and the **Contractor** shall keep the duplicate.
- 41.** The Contractor shall bear the stamp duty on this agreement for both the original and the **duplicate** copies.

In **witness** whereof the parties hereto, have caused their presence to be signed on the above by the duly authorised officials at the place and on the day, month and year first herein above written.

Signed, sealed and delivered by (NABARD)
by the hands of it's duly authorized official

.....

In the presence of

- 1.
- 2.

Signed, sealed and delivered by
(Agency/Service Provider/ Contractor)

.....

In the presence of

- 1.
- 2.



Bill of Quantities

Tender for Comprehensive Annual Maintenance Contract for Pest Control Service at Office Building and Residential Quarters of NABARD Chhattisgarh Regional Office, Naya Raipur for the period 01 July 2025 to 31 March 2027

PREAMBLE

BILL OF QUANTITIES

The Pest Control Treatment works are to be carried out at NABARD Chhattisgarh Regional Office, Plot No. 01, Sec 24, Atal Nagar, Naya Raipur, Chhattisgarh-492018 and Residential Quarters located at multiple locations in Sector 27, Naya Raipur.

PRICE BID

A. Office building

S No.	Particulars	Periodicity	Rate per treatment	Total amount for 1 year
A. Pest Control Services in office building.				
1	Pest Control including cockroach treatment including common area i. Office building ii. Residential Quarters	Fortnightly		
2	Rodent Control	Monthly		
3	Fogging and Anti Larvae Treatment i. Office building ii. Residential Quarters	As and when required		
4	Removal of beehive	As and when required		
5	Anti-Termite Treatment per flat i. 3 BHK ii. 2 BHK iii. 1 BHK(Block-9) iv. 1 BHK (Block-13) v. Bungalow (P3B) vi. Bungalow (P4A)	As and when required		

The Price Bid will be evaluated on the basis of periodical works mentioned at Sr. No. 1 and 2.

The GeM specifications have been provided for Sr No. 1 and 2.

However, the PDF file of this price bid is to be mandatorily uploaded with the service at Sr. No. 1 -5 above filled properly.

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 GST, 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 relevant to extent on pest control services.**
2. The rates have to be quoted by including GST and the contractor is required to be 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 CAMC 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 CAMC and bank reserves right to remove/delete any particular work from the awarded CAMC.
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