

National Fertilizers Limited
(A Govt. of India Undertaking)
Vijaipur-473111 Dist. Guna (MP)
(AN ISO-9001, ISO-14001 & ISO-18001)

**PRE-QUALIFICATION OF CONTRACTORS FOR PEST
CONTROL JOB AT NFL VIJAIPUR**

Applications are invited from reputed, experienced and competent contractors for empanelment in NFL's select panel of Contractors for execution of pest control job in NFL Vijaipur Township as well as inside the Factory

Interested parties are to submit the application providing full details with supporting documents separately for the job as mentioned above.

The estimated annual contract value of the job is **Rs.4.5 lakhs per year**. The contract shall be awarded for two years.

Details of the scope of work, criteria for pre-qualification and application form are enclosed. The documents complete in all respect in support of claim for Pre-qualification should reach the office of undersigned within 30 days of publication of this advertisement.

The empanelment of contractors shall be at entire discretion of NFL based on an objective evaluation and financial competence of the contractors.

NFL reserves the right to reject any or all the applications without assigning any reason thereof.

(Dr.SHASHIKALA)
Chief Medical Officer

A) Format of letter as token of acceptance of terms & conditions (issued on letterhead of firm)

To,
The Chief Medical Officer
National Fertilizers Limited,
Vijaipur-473111
Distt: Guna (MP)

Dear Madam,

Sub: Pre-qualification of contracts for Pest Control Job in NFL, Vijaipur

With reference to the subject mentioned job, I/we wish to apply for the pre-qualification of Contractors for the Job – Anti-Mosquito, Cocroach, Rodent, Stray Dog and Anti-Lizard Control in NFL Vijaipur Township as well as inside the Factory. I/We have examined all the documents forming part of the pre-qualification as provided in the website / obtained on personal request and we acknowledge acceptance of the terms & conditions as laid down therein. Our application form with all supporting documents for the pre-qualification is attached herewith in the prescribed format.

Signature with the seal of
authorized representative

B) Application format for Pre-qualification for the Job – Anti-Mosquito, Cocroach, Rodent, Stray Dog and Anti-Lizard Control in NFL Vijaipur Township as well as inside the Factory at NFL Vijaipur

1.	Name of the job for which pre-qualification is sought			
2.	Name of the Firm			
3.	Type of Firm / Company:			
4.	Address of the Firm			
5.	Particular of partners / directors			
6.	Full name in which registered with PF authority			
7.	P.F. Code No.			
8.	PF Registration Authority			
9.	Labour Licence No. of previous job			
10.	PAN number, with copy of PAN card			
11.	Details of previous experience with documentary proof			
12.	Details of Experience of similar jobs with a copy of work order			
13.	Present job in hand and the contract value of each job			
14.	Turn over during last three years	2010-11	2011-12	2012-13
15.	Name of Banker			
16.	Solvency Certificate.			
17.	Details in support of Financial capability			
18.	List of enclosed documents			

Signature with seal of authorized representative

- Note: 1) The supporting documents for items at Sr. No.6 to 10 should be in the same name as the party is applying for pre-qualification,**
2) In case space is not sufficient, separate sheets may be used.

C) PRE-QUALIFICATION CRITERIA:

- 1) Parties are required to have at least one year's Experience of Execution of similar contracts.
- 2) Parties must be financially sound.
- 3) Parties must submit the following documents along with their application:
 - i) Firms constitution i.e. Proprietary/Partnership/ Private Ltd./: Public Ltd. etc.
 - ii) Partnership Deed or Memorandum Articles of Association along with Bio-data of Key Personnel.
 - iii) Registration with PF Authority with PF Code in the same name and style in which the part applied for Pre-qualification.
 - iv) Latest Solvency certificate in original.
 - v) Proof of Financial soundness and capability to make required investment like bank deposit/Bonds Property etc.
 - vii) Copy of Work Order of similar jobs executed
 - viii) Supporting documents for previous experience
 - ix) PAN number with copy of PAN cards in the name of firm/ company/proprietary ship,

PAN No. of individual shall not be acceptable.

CHIEF MEDICAL OFFICER

D) SCOPE OF WORK:

Scope of work consists Anti-Mosquito, Cockroach, Rodent, Stray Dog Control in NFL Vijaipur Township and Anti-lizard control in various Electrical Establishments in Factory Premises as given below:

(1.1) Anti-Mosquito Measures:

- (a) This treatment will be done in pools, drainage, channels, stagnant water collection in septic tanks etc. all over the entire factory, township and surrounding labour colony once in a fortnight.
- (b) Residential spraying will be done inside the residential premises, various public buildings like school, hospital, administrative building inside factory premises etc. At least once in a fortnight or more as and when required.

(1.2) Anti-Cockroach Measures:

Residential spraying for anti-cockroach operation will be done inside the residential premises mainly kitchen, bathroom & toilets in all the residential quarters & public buildings like Guest House, Hostels, School, Hospital, Administrative Building inside factory premises etc.

(1.3) Fogging Operation:

Fogging Operation will be carried out in the entire residential premises and surroundings area using petrol operated "Swing Fogger". This operation shall be carried out during "Dusk" hours; alternate week, alternating with spraying operation.

(1.4) Rodent Control:

You will have to undertake measures so as to keep residential area and various buildings free of rodents as below:

- (a) Baiting Operation- with anti coagulant rodenticide.
- (b) Rat Burrows Treatment Operation.
- (c) Rat Repelling Operation.

(1.5) Stray Dog Control:

Sufficient measures should be taken to keep the area free of stray dogs as below.

- (a) Straying of Dogs Operation. (b) Shifting of Dogs Operation.
- (c) Repelling of Dogs Operation.

(1.6) Anti-Lizard Control:

Control of Anti-Lizard in various Electrical Establishments in Factory Premises, in such a way that area remain lizard free but minimum of one spray per week is to be ensured.

CHIEF MEDICAL OFFICER

MEDICAL DEPARTRMENT

Sub: Tender for Anti-Mosquito, Cockroach Rodent, Stray Dog and Anti-Lizard Control

Sealed tenders are invited for carrying out work/job for Anti-Mosquito, Cockroach, Rodent, Stray Dog Control in NFL Vijaipur Township and Anti-lizard control in various Electrical Establishments inside the Factory Premises and entire the township from interested parties on the following terms & conditions:

(1.0) BIDDER'S ELIGIBILITY CRITERIA (BEC)

- (1.1) The bidder must have executed and successfully completed at least one similar work order/service contract for providing Pest Control Services, having minimum value of Rs.6.0 lakhs awarded to them by a Central/State Government Department/Public Sector Undertaking or any Private Sector Company during the last three years period. The bidder should submit copies of work order alongwith completion certificate duly certified by the Bidder's Statutory Auditor or Chartered Accountant in support of above experience criteria. The Completion Certificate must clearly indicate the following: a) Reference to relevant work order, b) Actual value of executed and completed work and c) Actual date of completion. Parties are required to have at least one year's Experience of Execution of similar contracts.
- (1.2) The Bidder must have a valid license from the Concerned Statutory Authority for storing and using the pesticides and other chemicals for commercial pest control operations under Insecticides Act 1968 The license should be in the name of bidder. The qualified person specified in license must be Proprietor/Partner or Director of the bidding organisation.
- (1.3) The Bidder must be financially sound.
- (1.4) The Bidder must submit the following documents along with their application:
 - i) Firms constitution i.e. Proprietary/Partnership/ Private Ltd./: Public Ltd. etc.

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- ii) Partnership Deed or Memorandum Articles of Association along with Bio-data of Key Personnel.
- iii) Registration with PF Authority with PF Code in the same name and style in which the part applied for Pre-qualification.
- iv) Latest Solvency certificate in original.
- v) Proof of Financial soundness and capability to make required investment like bank deposit/Bonds Property etc.
- vii) Copy of Work Order of similar jobs executed
- viii) Supporting documents for previous experience
- ix) PAN number with copy of PAN cards in the name of firm/ company/ proprietary- ship, PAN No. of individual shall not be acceptable.

Before submitting the tender it will be better to have a visit to the Factory Premises in your own interest to have the first hand knowledge of extent of work.

(2.0) CONTRACT VALUE:

The charges are inclusive of all chemicals, equipments, man power & freight taxes, fees, other charges, etc.

(2.1) MANPOWER :

Minimum three (3) Semi-Skilled Workers (One Supervisor + Two Operators) should be deployed for the supervision and operation of Pest Control job.

(2.2) MINIMUM WAGES:

Minimum Wages should be paid to the workmen deployed for the pest control job as per Section 12 of the Minimum Wages Act. The wage rate should not be less than the minimum rate of wages as being notified by the Labour Commissioner, M.P. Govt. from time to time.

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(3.0) DURATION OF CONTRACT:

The contract shall be valid for **two years** from the date of award of Work Order i.e. from _____ and shall be extendable for a further period of six months on the same terms & conditions at the discretion of NFL Management subject to satisfactory performance of the contract.

(4.0) SCOPE OF WORK:

Scope of work consists Anti-Mosquito, Cockroach, Rodent, Stray Dog Control in NFL Vijaipur Township and Anti-lizard control in various Electrical Establishments in Factory Premises as given below:

(4.1) Anti-Mosquito Measures:

- (a) This treatment will be done in pools, drainage, channels, stagnant water collection in septic tanks etc. all over the entire factory, township and surrounding labour colony once in a fortnight.
- (b) Residential spraying will be done inside the residential premises, various public buildings like school, hospital, administrative building inside factory premises etc. At least once in a fortnight or more as and when required.

(4.2) Anti-Cockroach Measures:

Residential spraying for anti-cockroach operation will be done inside the residential premises mainly kitchen, bathroom & toilets in all the residential quarters & public buildings like Guest House, Hostels, School, Hospital, Administrative Building inside factory premises etc. At least once in a fortnight or more as and when required.

(4.3) Fogging Operation:

Fogging Operation will be carried out in the entire residential premises and surroundings area using petrol operated "Swing Fogger". This operation shall be carried out during "Dusk" hours; alternate week, alternating with spraying operation.

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(4.4) Rodent Control:

You will have to undertake measures so as to keep residential area and various buildings free of rodents as below:

- (a) Baiting Operation- with anti coagulant rodenticide.
- (b) Rat Burrows Treatment Operation.
- (c) Rat Repelling Operation.

Rodent control to be done on complaint basis and minimum 100 operation per annum for rodent is to be done.

(4.5) Stray Dog Control:

Sufficient measures should be taken to keep the area free of stray dogs as below.

- (a) Straying of Dogs Operation.
- (b) Shifting of Dogs Operation.
- (c) Repelling of Dogs Operation.

Stray dog control to be done on complaint basis and minimum 150 operation per annum for dog to be done.

(4.6) Anti-Lizard Control:

Control of Anti-Lizard in various Electrical Establishments in Factory Premises, in such a way that area remain lizard free but minimum of one spray per week is to be ensured.

(5.0) Penalty:

If contractor fails to do/execute the above mentioned work, the penalty as per details given below will be recovered from the contractor's monthly bills.

(5.1) If contractor fails to do any fortnightly fogging entire the premises, an amount of Rs.1000/- (Rupee One Thousand Only) for each fortnight will be deducted from your monthly running bills. If the same act will be repeated second time in a month, an amount of Rs.2500/- (Rupee Two Thousand Five Hundred Only) will be deducted from your monthly running bills.

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(5.2) If contractor fails to do any fortnightly spray entire the premises, an amount of Rs. 1000/- (Rupee One Thousand Only) for each fortnight will be deducted from your monthly running bills. If the same act will be repeated second time in a month, an amount of Rs.2500/- (Rupee Two Thousand Five Hundred Only) will be deducted from your monthly running bills.

(5.3) If contractor fails to do any weekly spray for lizard control in Electrical Establishment entire the factory premises, an amount of Rs. 1000/- (Rupee One Thousand Only) for each week will be deducted from your monthly running bills. If the same act will be repeated second time in a month, an amount of Rs.2500/- (Rupee Two Thousand Five Hundred Only) will be deducted from your monthly running bills.

(5.4) If chemicals as mentioned at **Clause number (11.4)** will not be consumed during the month then recovery for the cost of chemicals will made on proportionate basis from your monthly running bills.

(5.5) If the contractor fails to strive out the stray dogs from the townshio or inside factory, a penalty of Rs.1000/- per month will be imposed and the same will be deducted from your monthly running bills.

(5.6) If the stray dogs bite any individual of the township, the total medical expenses will be borne by the contractor.

(6.0) ACCOMMODATION:

The contractor shall make his own arrangement for the stay of his team and shall be responsible for the safe storage of all chemicals and equipments. However, accommodation may be provided subject to availability on chargeable basis. NFL shall be under no objection to admit / entertain any claim, demand in this behalf.

(7.0) STATUTORY OBLIGATION:

(7.1) You shall comply with all statutory and legal requirements including all labours laws (i.e. payment of Wages Act, Minimum Wages Act, Workmen

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Compensation Act) etc. As are applicable from time to time as per detail given in **Annexure-I** attached herewith and you shall indemnify NFL against any liability arising out of non fulfilment of any such statutory requirements.

(7.2) You have to also submit permanent PF account number obtained from RPFC Authority along with this tender document.

(8.0) SECURITY DEPOSIT:

A security deposit @ 10% shall be deducted from your monthly bills and the same shall be refunded after 60 days on satisfactory completion of the contract. The amount so deducted shall not carry any interest.

(9.0) INCOME TAX:

Income Tax shall be deducted from your bills as per provisions of Income Tax Act.

(10.0) COMPENSATION:

In case the contractor fails to commence the jobs as per work order within 10 days NFL shall be at liberty to rescind the contract and forfeit his EMD and get the job done at the risk and cost of the contractor.

(11.0) GENERAL CONDITIONS:

(11.1) The rates should be inclusive of cost of all chemicals & over head charges and should be on monthly basis. The rates shall be firm during the currency of work order. Nothing extra shall be payable.

(11.2) It should be ensured by the bidder that the rates quoted by him are inclusive of all taxes(except service tax) duties, royalties and other statutory levies leviable at present or which may become leviable in future or from time to time. Unless specified to the contrary in the bid all present & future taxes & payment of the taxes & other statutory levies shall be the responsibility of the bidder and shall not be payable by NFL.

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(11.3) Service Tax:

The bidder should quote the rates excluding Service Tax. If service tax applicable, the same will be reimbursed only against submission of documentary proof of having paid it to government.

(11.4) You have to consume standard quality of chemicals per month as quantity mentioned below:

<u>S.No.</u>	<u>Name of chemicals</u>	<u>Quantity</u>
1.	Malathin	35 Ltr. Per month
2.	Pyrethrum	10 Ltr. ,,
3.	Chloropyrifos	10 Ltr. ,,
4.	Baytax 82.5% (for anti-larva)	05 Ltr.
5.	Emulsifier(adhesive Oil)	05 Kg. ,,
6.	Diesel for anti-larva & fogging	60 Ltr.
7.	Petrol	20 Ltr.
8.	Kerosene	150 Ltr. ,,

(11.5)All chemicals should be brought in sealed container and should have date provided for manufacturer as well as expiry date for check by **Chief Medical Officer** or his representative and empty container should be deposited in the office of CMO every month before and after use.

(11.6)If chemical as mentioned above will not be consumed during the month, the recovery for cost of chemical will be made on proportionate basis.

(11.7)Following number of latest equipments of reputed company to be used for pest control.

<u>S.No.</u>	<u>Name of equipments</u>	<u>Quantity</u>
1.	Marut Pressure Pump Sprayer	02 Number
2.	Hand sprayer	02
3.	Hand rotary duster	01
4.	Fogger machine	01
5.	Mist blower	01
6.	Knap Sack sprayers	01

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(11.8) NFL shall not provide any expert, medicines, any chemicals, manpower etc. for the above operation. You will have to post a team of Supervisor, Operators at the project site, beside technical advisor or entomologist, who should visit site periodically/after every three months to assess the operation and progress of the site.

(11.9) You shall arrange to furnish a list of staff, equipments and chemicals to the Dy.Commdt. CISF, NFL, Vijaipur. Your staff shall strictly follow the security regulation in force at site.

(11.10) Your authorized representative shall contact the officer authorized by CMO, NFL, Vijaipur daily with respect to the jobs assigned.

(12.0) Arbitration & Jurisdiction :

Arbitration & Jurisdiction will be as per attached **Annexure-II.**

(13.0) PAYMENT OF BILLS:

Payment shall be made on monthly basis on presentation duly verified by the authorised officer by C.M.O.

(14.0) Earnest Money Deposit:

An earnest money of Rs.7000/- (Rupee Seven Thousand Only) shall have to be deposited along with tender documents. Earnest Money deposit shall be converted into security deposit for successful tenderer and then the same shall be refunded in case of unsuccessful Bidders.

(15.0) The contractor shall be required to submit an agreement on non-judicial stamp paper of Rs.100/- (Cost to be borne by Contractor) within 30 days of issue of work order / or before start of job whichever is earlier as per the prescribed proforma of NFL.

(16.0) In the event of any dispute arising under the terms & conditions the decision of the Executive Director, NFL, Vijaipur or any other officer authorised by him shall be final and binding on you.

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(17.0) NFL shall have the sole discretion to withdraw the invitation to tenders or reject any or all tenders without assigning any reasons thereof. No correspondence in this behalf from tenderers shall be entertained.

(18.0) **BID should be reached us by _____ in two different envelopes. One envelop marked “A” which should contain:-**

- (a) Details/list of various equipments to be used.
- (b) Approximate quantity of each chemical to be used in one month as given
- | <u>S.No.</u> | <u>Name of chemicals</u> | <u>Quantity</u> |
|--------------|---------------------------------|-------------------|
| 1. | Malathin | 35 Ltr. Per month |
| 2. | Pyrethrum | 10 Ltr. ,, |
| 3. | Chloropyrifos | 10 Ltr. ,, |
| 4. | Baytax 82.5% (for anti-larva) | 05 Ltr. |
| 5. | Emulsifier(adhesive Oil) | 05 Kg. ,, |
| 6. | Diesel for anti-larva & fogging | 60 Ltr. |
| 7. | Petrol | 20 Ltr. |
| 8. | Kerosene | 150 Ltr. ,, |
- (c) **EMD Rs. 7000/-** in the form of DD in favour of NFL, Vijaipur, payable at State Bank of India , Bavrikheda Branch (Code No. 8455). Distt. Guna (M.P.)
- (d) **PF Code:** Contractor shall submit PF code number obtained from RPFC failing which his price bid shall not be opened.
- (e) Licence of Commercial Pest Control Operation to store insecticides/pesticides.
- (f) Similar work experience with “Mosquito Control” to the amount of Rs.6.0 lakhs in the last three years.

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Second envelope “B” should contain the rates per month. The rates should be given in following manner:-

(i) Total

(ii) amount in lump sum per month in rupees
: _____

(ii) Break up of quoted lump sum rate.

a) Material Cost per month : _____

b) Labour Cost per month : _____

(19.0) Date & Time of opening the tenders : _____
in the office of C.M.O.