



File No.10/22/2018/GS-NCLAT

NATIONAL COMPANY LAW APPELLATE TRIBUNAL

3rd Floor, Pt. Deen Dayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003.

Dated 31st March, 2018

NOTICE INVITING TENDER (NIT)

For Awarding of Contract for Pest & Rodent Control Treatment

Sealed tenders are invited, as per Annexure 'A' for awarding of Contract for a period of one year in respect of Pest & Rodent Control Treatment (including treatment for white ants, termites, cockroaches, lizards, rats and like pests/rodents) for the entire office premises of NCLAT which including all the Court Rooms, Chambers of the Hon'ble Chairperson and the Hon'ble Members (Judicial & Technical), all the rooms, sections, Pass Section at Pt. Deendayal Antyodaya Bhawan, CGO Complex and the additional office space at Block-12, Ground Floor, CGO Complex, New Delhi.

Interested parties may inspect the entire area as mentioned above for enabling them to quote their rates for the jobs as mentioned in Annexure-A by on any working day between 10:30 A.M. to 4:00 P.M. (except Saturday and Sunday).

TENDER

1. Two separate sealed envelopes should be used for submitting (i) Tender and (ii) Earnest Money superscribing on outer cover (a) "Tender for Awarding of Contract for Pest & Rodent Control Treatment' and (b)

Earnest Money for tender for Awarding of Contract for Pest & Rodent control Treatment on the cover of the respective envelopes.

2. The tender may be sent by post/speed post/registered post or submitted at the Dak Counter at B-3 Wing, 3rd Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi. The bids shall be addressed to the “Registrar, National Company Law Appellate Tribunal, 3rd Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003”.
3. The tenderers are expected to examine all the instructions, terms & conditions and specifications in the NIT. Failing to furnish all information required in the NIT in any respect will be at the tenderer’s risk and may result in the rejection of the tender.
4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender is declared as holiday by the Govt. of India, then the next day will be treated as the due date of the tender.

TERMS AND CONDITIONS OF TENDER

5. The tenderers are required to send their tenders alongwith a Demand Draft of Rs.5000/- (Rupees Five thousand only) drawn in favour of the ‘Registrar, National Company Law Appellate Tribunal, New Delhi as Earnest Money, which will be refunded to the unsuccessful tenderers on their written request. Name of the firm/company, telephone number and name of the item may be written on the reverse side of the Demand Draft.

6. The tenderers are required to quote their lowest rates in the enclosed Proforma for awarding of the contract for a period of one year as per the enclosed Proforma 'Annexure-A'. The tenderers must have minimum three years experience of Pest and Rodent Control Treatment in any Government Organisation.
7. No Earnest Money shall be required from the Tenderers whose names are included in DGS&D/NSIC list or registered in NSIC/Small Scale Industrial Unit. The tenderer is required to submit the photocopy of valid certificate in place of earnest money.
8. The rates should be quoted for the entire premises of NCLAT and additional office space at Block-12, Ground Floor, CGO Complex, New Delhi (total around 12,000 sq. ft). The tenderer should avoid quoting per square meter or per square feet, otherwise the tender will be treated as invalid.
9. Hypothetical/conditional tender will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, appropriate action may be taken.
10. The tenderers are required to quote their lowest rates which should be valid for one year from the date of awarding of contract. The approved rates will remain static during the period of contract and no request for enhancement will be applied on any ground.

11. Over-writing, over-typing or erasing of figures or words which render it doubtful and ambiguous are not allowed and shall render the same invalid.
12. The NCLAT will deal with the tenderer directly and no middlemen/agents/ commission agents etc. should be asked by the tenderers to represent their cause and they will not be entertained by the NCLAT.
13. The NCLAT reserves the right to make any change(s), at any time, in the terms and conditions of the Notice Inviting Tender and accept or reject any or all tenders wholly or partly without assigning any reason thereof.
14. The tenderer shall quote rates both in figures and words.
15. All the pages of quotations including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
16. Each tenderer has to certify that all the terms and conditions are acceptable to him. The Earnest Money/Security Depositing shall stand forfeited in case of breach of any of the conditions mentioned herein.

TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

17. The successful bidder is required to deposit an amount equivalent to 10% of the contract value as Performance Security by way of FDR of any Nationalized Bank, drawn in favour of the "Registrar, National Company Law Appellate Tribunal, New Delhi", within seven days from the date of acceptance of the bid. The Performance Security would be refunded after a period of one year of the completion of the work.

18. The complaints should be attended/completed within 24 hrs time even on Saturdays/Holidays and before/after office hours as and when required. Also, the tenderer is required to do the pest and rodent control treatment, wood borer treatment and silverfish infestation treatment, as required, at all the locations mentioned above on monthly basis and submit the satisfactory report in this respect to the General Section.
19. The tenderer should have good infrastructure and enough employees to meet all the requirements of the NCLAT. A committee comprising of senior officers of the NCLAT will visit the office of tenderer to ascertain the firm's reputation etc. and after the report of the committee only, the firm will be appointed. The decision of the Competent Authority in this regard shall be final, unassailable and binding on the tenderer.
20. The successful tenderer shall be fully responsible and should have police verification/records as to the antecedents of all the workers/persons engaged by the firm for providing services to NCLAT.
21. The tenderer is required to use the drugs/medicines/substances of reputed firm(s) which are effective and of best quality for the pest and rodent control.
22. Payment of the bills will be made by proportionately after completion of each quarter on receipt of the bill alongwith satisfactory report.

PENALTIES

23. If the complaint is not attended by the successful tenderer on the same day when the complaint is made or in any case by the next working day, and

the NCLAT gets the treatment done from the open market, the difference of rates will be deducted from the Bill or security deposit of the contractor.

24. Irrespective of the fact as to whether or not the NCLAT gets the treatment from outside, the NCLAT may impose penalty of 1% of total cost per day for deficiency in service and also for delayed services, if the delay is due to willful laches or negligence of the tenderer and it causes financial loss or inconvenience to the NCLAT.

25. Even after awarding the said contract, the NCLAT reserves the right to terminate the same at any time, if the services of the contractor are not found satisfactory.

26. NCLAT in its discretion may terminate the contract at any time without assigning any reason thereof and the decision of the NCLAT will be final, unassailable and binding on the service provider.

INVITATION OF TENDER

Interested parties may send their sealed tenders in two separate envelopes for submitting (i) Tender and (ii) Earnest Money superscribing (a) "Tender for Pest & Rodent Control Treatment" and (b) "Earnest Money for Tender for Awarding of Contract for Pest & Rodent Control Treatment" on the cover of the respective envelopes, addressed to the "Registrar, National Company Law Appellate Tribunal, 3rd Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003" so as to reach on or before 04.05.2018 3:00 P.M., which may be opened at 4:00 P.M. on the same day in the presence of such of the tenderers or their authorized representatives who may wish to remain

present by a Committee of Officers constituted for the purpose. Tender(s) received after due date and / or time and / or without earnest money will not be entertained. Firstly, the envelopes containing Earnest Money would be opened. Thereafter envelopes containing Tenders of only those tenderers whose earnest money has been found as per requirement would be opened for further processing.

Encl: Annexure 'A'


(Umesh Chandra)
Deputy Registrar

31.7.18

File No.10/22/2018-NCLAT
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Last date of tender 04.05.2018

PROFORMA TO BE FILLED BY THE TENDERER IN RESPECT OF
CONTRACT FOR PEST & RODENT CONTROL TREATMENT

1. Name of the tenderer with address :
2. Details of the tenderer :
 - i) Name of the contact person :
 - ii) Telephone (office) :
 - iii) Mobile No. :
 - iv) E-mail ID :
 - v) Fax No. :
3. Name & Address of the Government offices etc. of which the tenderer is having pest & rodent control treatment contract with name of the contact person and telephone/mobile number (Please attach separate sheet) :
4. Traders Identification No. :
5. GST :
6. Turnover of the last three years in this field with proof of the same :
7. Details of rates (per year) of different type of works. Rates should be quoted for entire premises not per square meter/square feet :

Sl. No.	Type of treatment	Entire NCLAT office premises at B-1, B-2 & B-3 Wings including Pass Section at ground floor of Pt. Deendayal Antyodaya Bhawan	Additional office space at ground floor of Block-12, CGO Complex.
1.	Pest and rodent control treatment (including treatment for white ant, mosquitos, termites, cockroaches, lizards and like pests/rodents etc.)		
2.	Wood Borer Treatment		
3.	Silverfish infestation		
8.	Whether all the terms & conditions of the Notice Inviting Tender are agreed to. <i>(if not filled, it will be presumed that all the terms & conditions are acceptable)</i>		

Dated:

Signature of the tenderer
with Stamp