

Dear Sirs

You are requested to quote most competitive rate for the following services/works against each item, per month basis, as per our requirement:

<b>Sl. No.</b>	<b>Description of services / works</b>	<b><u>Rate per Month</u> (in Rs.)</b>
01.	<b>Pest Control Service of 800 sq. Mtr. (approx..) including Annex-building located at 26, Raja Santosh Road, Alipore, Kolkata-700027 as per following services/works</b>	
(i)	General Pest control for once in a month	
(ii)	Rodent control for once in a month	
(iii)	Anti-Termite for twice in a month	
	Note: Every individual services/works, as stated above, to be done in each separate day of the month	
	Goods & Service Tax (GST) rate & amount	

(The rate per month to be written in both figures and words. In the event of any difference occur between figure & word of the quoted rates, the rate written in word shall be considered for evaluating the tender. No overwriting, use of correction fluid will be allowed. Any correction will be done by scoring out the incorrect entry and inserting the new entry in a legible manner. Both the correction and new entry to be signed and sealed with the Organisation's seal)

01. **Rate:** Your quoted rate should be inclusive supply of raw materials, service charges for personnel, charges for instruments i.e inclusive of all as a complete job & other taxes and duties (except Goods & Service Tax). Your quoted price should be fixed & valid during the entire contract period.
02. **Contract Period:** From 01.04.2018 to 31.03.2019. However, contract period may be extended/lessen as per sole discretion of BBJ, with prior intimation to the contractor.
03. **Service Location:** At BBJ's Office, 26, Raja Santosh Road, Alipore, Kolkata - 700027.
04. **Inspection:** Before submission of tender, the interested bidders should visit to our Office/service location, as stated above, during any working days i.e Monday to Friday & Saturday (only 1st, 3rd & 5th instant) from 10A.M. to 1P.M. & 2P.M. to 5P.M.) for inspection of the area & building.

*Contd. to page (2).....*

(2)

05. **Eligibility Criteria:** Contractor should have successfully completed Annual Maintenance Contract (AMC) work for Pest Control (General Pest control, Rodent control, Anti-Termite job) to any organization(s) in the last five (05) years from the date of publication of our tender.
06. **SUBMISSION OF BID:**
- i) Copy of Work Orders / Job completion certificates received from clients as a proof of past experience for successfully completion of job, in support of eligibility criteria, as above;
  - ii) Copy of Registration Certificate / certificate of Enlistment with Govt. of West Bengal / any Municipality / Corporation or any appropriate Authority for doing Pest control work along with a copy of current license renewal fess/Professional Tax Paid Challen to the appropriate Authority.
  - iii) Copy of Goods & Service Tax (GST) Registration certificate;
  - iv) Copy of PAN number;
  - v) Signed tender document duly quoting prices in appropriate box provided in this tender (price to be quoted both in figure & word);
07. **Payment Terms:** Payment will be released on monthly basis, after completion of each month, within 30 (thirty) days from the date of submission of bill / invoice by the contractor with proper certification of completion of work by the Competent Authority.
08. **Liquidity Damage (LD):** If the contractor fails to carry out the job regularly, we will get the job done by other contractor(s) and the cost incurred for that will be deducted from the failed contractor.
09. **Termination:** You shall have the option to discontinue AMC contract in full or part of contract by giving 1 (one) month's notice in advance and by refunding pro-rata AMC amount and/or any due to the contractor, provided that such discontinuation of work is done for all your other customers also. BBJ also reserve the option to discontinue the AMC contract in full or part of contract with 1 (one) month's notice, if service is found unsatisfactory.
10. **Jurisdiction of Court:** The Hon'ble Courts at Kolkata shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between BBJ & contractor(s).
11. **Issue of Tender document:** Tender will be issued between 23.03.2018 (Friday) to 29.03.2018 (Thursday), during any working days from BBJ's office at 27, R. N. Mukherjee Road, Kolkata – 700001.
12. **Last date of submission of Tender:** Your sealed quotation must reach to BBJ's office at 27, R.N.Mukherjee Road, Kolkata – 700001 on or before 31.03.2018 (Saturday) by 1.00 P.M.  
BBJ will not be responsible for any Postal delay.
13. **Date, Time & Place of Opening Tender:** On 31.03.2018 (Saturday) at 3.00 P.M. at BBJ's Office, 27, R.N. Mukherjee Road, Kolkata – 700001.

---

(A. NEOGI)  
Dy. General Manager (P-V)