



**THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA**
(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)
CMA BHAWAN
12, SUDDER STREET, KOLKATA – 700 016.

Telephones : +91-33- 2252-1031/1034/1035
+ 91-33-2252-1602/1492/1619
+ 91-33- 2252-7143/7373/2204
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+91-33-2252-1026
+91-33-2252-1723
Website : www.icmai.in

TENDER NOTICE

Ref. No.:LPC (PESTCONTROL)/09/2018

October 10, 2018

SUB: PEST CONTROL OF OFFICE BUILDINGS OF ICAI AT KOLKATA ON ANNUAL CONTRACT BASIS.

Offers are invited from reputed firms/companies dealing in Pest Control Services as per Terms & Conditions given below -

SCOPE OF WORK :

Pest Control (Cockroaches, Rodent, Flies, Mosquitoes, Termites and other crawling insect) of **Entire Premises of the offices of the Headquarters of the Institute at CMA Bhawan, 12, Sudder Street, Kolkata – 700 016 and at 4th floor of the EIRC Building at 84, Harish Mukherjee Road, Kolkata – 700 025.**

CLEANING/FUMIGANT MATERIALS :

Good quality Hygienic and effective Branded product(s) should be used for Pest Control Service.

PERIODICITY OF THE WORK :

- Once in a Week.
- In Case of any Emergency, Services are to be provided within 24 Hours with no additional Cost.

VALIDITY OF SERVICE CONTRACT :

The Contract will be Valid for one year from the date of starting of the work. If the performance is found satisfactory, then the order can be extended for another one year.

CEASATION OF CONTRACT

- The Institute deserves the right to terminate the Contract on ground of unsatisfactory Service at the discretion of the concerned authority of the Institute by giving one month's notice in writing.
- Contract can also be terminated for unsatisfactory services by the selected Agency through written notice of one month.

PAYMENT :

- Payment will be made on monthly basis and after completion of one month service.
- All Payments will be made through Electronic Mode to the Bank Account of the selected Agency.

General terms & conditions :-

- Details of chemicals, composition and proportion of their use on each Spray / Bait on the basis of which required quantity of chemicals for Spray and Baits per quarter should be kept under custody of ICAI in sealed containers as supplied.
- Valid Trade License from Kolkata Municipal Corporation / Local Municipal Authorities is required.
- Valid License for undertaking Pest Control Operation issued by Director for Agriculture, Govt. of West Bengal is required.
- Company must have GSTN
- Valid Import License for importing necessary chemicals, if any, quoted for use, is required.
- Proof of experience in the business with Government / Public Sector Undertaking, if any, Documentary Evidence for at least 1 successful completion of similar contract is required.
- The price quoted by the Tenderer should remain valid for a period of sixty days from the date of submission of tender.
- NOTE:**
- Rate to be quoted must be valid for ONE YEAR period .**
- For any further query/clarification, please contact Shri Kausikmoy Mukherjee, Administration, ICAI, Kolkata during any Working Day (Mon-Friday) during Office Hours.**

Quotations are to be offered within Sealed Envelope, signed, superscribed "Quotations for Pest control" and is to be submitted strictly as per the following format on or before 4.00 p.m. of October 15, 2018, hand delivered to Ms. Sucharita Chakraborty / Moumita Das **OR** can be sent By Post addressing to Ms. Sucharita Chakraborty / Moumita Das at The Institute of Cost Accountants of India, CMA Bhawan, 12, Sudder Street, Kolkata – 700 016.

The Institute is not bound to accept the lowest quotation. If thought fit, the Institute may also divide the job among several parties or take away any segment of the job from the ambit of quotation and undertake/process separately. The Institute reserves the right to cancel any or all quotations without assigning any reason.



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INFORMATION SHEET			
Sl.	Particulars	Information to be furnished by the Agency	For use By ICAI
1	Name of the Tenderer		
2	Address of Head Office / Regd. Office with telephone no. / Fax No. / E-Mail, etc.	Address : Tel No. with STD code: Fax no. with STD Code: E-mail address : Contact Persons with designation: (i) (ii)	
4	Ownership pattern(i.e. proprietary concern / Partnership firm)		
5	Shops & Establishment Registration No.		
6	GST no.		
7	PAN		
8	Bank Details Please enclosed cancelled cheque		

Price Bid

<u>Job</u>	<u>Rate Per Month</u> (all inclusive)
Pest Control (Cockroaches, Rodent, Flies, Mosquitoes, Termites and other crawling insect) of Entire Premises of the Offices of the Headquarters of the Institute at 12, Sudder Street, Kolkata – 700 016 and at 84, Harish Mukherjee Road, Kolkata – 700 025, 4th Floor.	Rs. (Rupees..... only)

CONVENER – LPC