

Office of the Resident Commissioner
Government of West Bengal
P&AR Department
A/2, State Emporia Buildings
Baba Kharak Singh Marg
New Delhi

Sub: Inviting Quotation for Annual Rate Contract for pest control.

Office of the Resident Commissioner, Government of West Bengal invites quotations for pest control services at A/2 State Emporia Building, Baba Kharak Singh Marg (1st, 2nd & 3rd Floor) and Muktheadhara, 18-19, Bhai Veer Singh Marg, New Delhi (WBICC office area and library space at 2nd floor) that includes specialized Anti termite treatment(only for library) and general disinfestations, Rodent control treatment .

You are requested to inspect the area before due date of submission of the quotation for the abovementioned premises on the terms and conditions stipulated as follows:

TERMS AND CONDITIONS

1. The contract will be entrusted for one year from the date of order and on Annual Rate Contract.
2. The Pest control services require (i) eradication of white ants and anti-termite (only _____ for Rodents, and Mice . Pest Control should be done fortnightly at the above mentioned office premises.
In case of any complaint, special services should also be attended free of costs.
3. Only GOVT. approved ISI Marked chemicals and fogging (if required) shall be used for eradication of the pest, rodent etc.
4. ISO-9001 certified organization will be given extra preference during selection.
5. If the services are found not satisfactory and fail to fulfil the agreed scope of work. The Office of the Resident Commissioner reserves the right to terminate the contract.
6. The pest control has to be carried out fortnightly preferably on Friday/Saturday twice in every month.
7. The pest control treatment in a fortnight shall be doubled or more if the treatment does not prove effective and in that case the contractor shall undertake pest control service immediately when called upon.
8. Agency shall maintain a service card which will be produced before nodal person for making necessary entry for visit to the office.
9. Quotation should be submitted inclusive of cost of materials and manpower on a company letter head signed by the authorized person.
10. The company shall submit the list of credentials/ clients' along with PO's and other certificates (awarded contract documents to be attached.

11. Interested parties may visit the said premises for inspection between 10.30 am to 5.00 pm till 02.12.2024 .
12. The party /bidder shall be licensed from Govt. of NCT of Delhi : Pest Control Business for atleast 3 years. The relevant document in this regard to be submitted along with quotation /bids (3 year ITR returns and company registration copy).
13. This office reserves the right to accept or reject any or all the quotations if norms are not adhered to.
14. The payment will be made through ECS after satisfactory services are rendered, **on quarterly basis.**
15. The quotations in sealed cover addressed to the undersigned by name should reach to this office not later than **09.12.2024** upto 12pm and will be opened on the same date at at 3 pm in the presence of the intending quotationer or their authorised agents.
The quotation cover should super scribe as under : "**Quotation for Annual Rate Contract for Pest Control.**"

Yours faithfully



Deputy Secretary
Government of West Bengal

No. 1605 (5) RCWB/RC-22/2024

Date: 28/11/2024

Copy forwarded for information and necessary action to :

1. All Resident Commissioner of stae/UT with the request to put it on their Notice Board .
2. The Deputy Director Inforamtion , I&CA Department , Government of West Bengal , New Delhi with the request to put it on their office Notice Board.
3. The Officer-in-Charge & Assistant Enginner, PWD, Banga Bhawan, New Delhi with the request to put put it on their office Notice Board.
4. The notice may kindly be paster on the Office Notice Board for wide publicity .
5. Shri Sandeep Pal for uploading on official websie: www.rcwb.in



Deputy Secretary
Government of West Bengal