

Govt. Medical College



&

Associated Hospitals Jammu

Name of the Group: Anti Rodent Treatment, Termite Control & Insect Control.
(For the Year 2009-10)

Tender Documents Issued to M/S

IMPORTANT DATES

GR No : _____
Dated : _____

Last Date for Sale of Tenders : 17-12-2009 upto 04.00 PM
Last Date for receipt of Tenders: 19-12-2009 upto 03.00 PM
Date of opening of Tenders : 21-12-2009 at 12.00 noon
Or any other date convenient to the committee.

Contains:-

A. Financial Bid.	01 Pages
B. Check List	01 Pages
B. Terms & Conditions	05 Pages
C. Letter of Acceptance	01 Pages
Total	08 Pages

**ANTI RODENT TREATMENT, TERMITE CONTROL & INSECTS CONTROL
(FOR THE YEAR 2009-10)**

Cost of Tender Documents:

Rs. 500/-

Amount of CDR

Rs. 50,000/-

<u>S.No</u>	Name of the Item	<u>Rates Offered</u> <u>(Inclusive of all taxes)</u> (both in words & figures)
1.	ANTI RODENT TREATMENT (Per Sft.)	
2.	ANTI –TERMITE CONTROL (Per Sft)	
3.	INSECTS CONTROL (Per Sft)	

Sig. of the Tender
With seal and address

C H E C K L I S T

S.No.	Documents	Annexed at Page No.
1	CDR Worth Rs. 50,000/-	
2.	Financial Bid	
3.	Non- Black listing Declaration	
4.	Registration Certificate with concerned Department	
5	Experience Certificate for handling the Anti-Rodent Treatment Job, Anti-Termite Control Job & Insects Control, duly issued by the Competent Authority from Govt./Semi Govt./Public Sector undertaking.	
6.	Pesticides/insecticides Commercial Pest Control License from Agriculture Department, J&K (Ministry of Agriculture) issued by the competent Authority.	
7.	Income Tax Clearance Certificate	
8.	Copy of Certificate from Labour Department	
9.	Certificate of Acceptance	
10.	Any other (Specify)	

It is certified that all the documents have been annexed strictly as per the check list with the understanding that the tender document is subject to rejection in view of non-availability of any of the above mentioned documents.

Date :

Place :-

(Name with seal & signature of the tenderer)

Terms & Conditions of the contract:

1. The tenderer should be registered to the Health and Medical Education Department, Jammu & Kashmir State.
2. The contractor shall carefully examine the terms & conditions. In case of any doubts, he shall before signing the contract refer to the officer-in-charge and get clarifications.
3. The tender on the prescribed proforma shall be submitted in a single big size envelop containing two small envelopes one each for original and duplicate with proper seal. Tenders not accompanied with the following latest documents alongwith other requisite documents at the time of submission of tenders are liable to be rejected at the appropriate level of the competent authority :-
 - a) Earnest money deposits in the shape of CDR for Rs.50,000/-. (Fifty thousand only) from any reputed bank preferably J&K Bank pledged in the Name of Principal Govt. Medical College Jammu. Please note that the tender Number, its due date and complete address of the firms should also be written **on the back side of the CDR so as to ensure its safe** return to the unsuccessful or successful tenderers as the case may be. No earnest money shall be acceptable after the closing date of receipt of tender. Failure to furnish the prescribed amount of earnest money shall result in straight way rejection of tender.
 - b) Latest income tax clearance certificates and VAT/Sales tax clearance certificate valid at the time of opening of the tender issued by the sales tax authority under relevant sales tax act and the amendments made thereafter from time to time.
 - c) **Pesticides/ Insecticides Commercial Pest Control License from Agriculture Department, J&K (Ministry of Agriculture) issued by the competent Authority.**
 - a) **Experience for handling the Anti-Rodent & Termite Control & Insect Control Job, duly issued by the Competent Authority in Govt/Semi Govt/Public Sector Under-takings.**

5.. Non- Blacklisting Declaration: The tenderer shall furnish a non-black listing undertaking on affidavit that the firm has not been blacklisted in the past by any Govt./ Private institution. The tenderer has to give an affidavit on non-judicial stamp paper duly attested of Rs. 10/- that there is no vigilance/CBI case pending against the firm and has not been blacklisted in the past.

1. The Tender committee will not be held responsible for any postal delay. Tender received after due date shall not be accepted.
2. The tender documents should be page marked and bearing signature with seal on each and every page.
3. **Rates Quoted should be typed/ printed and free from over writing /cutting and application of white fluid. All pages of the documents submitted should be numbered & total number of pages indicated in the index. Transparent tape/ lamination should be applied on the quoted rates.**

4. **The financial bid should be offered separately as per the performa enclosed.**
5. **Details of documents enclosed with the tender forms should be mentioned in Proper Index serial wise duly flagged on the front page of your quotation/ reference letter.**
6. **The rates quoted should be inclusive of all taxes etc. as applicable.**
7. The document submitted by the firm with the tender form will be opened in the presence of tenderers/ firms representatives and the officers opening the tender will sign the tenders price and other important features.
8. The tenderer/ authorized representatives should point out to the Chairman tender opening committee on date of opening of tenders embitterment if any at the time of opening tenders. Thereafter the tenderer/ authorized representative will have no legal right to confer or to represent on one ground or the other.
9. All the documents attached with the tender should be self attested by the authorized signatory (same individual) of the firm with seal. The firm should have Registered Office in J&K
10. The Tenderer must processes code number from the Provident Fund Authority, if covered under the P.F Act/Scheme.
11. No conditional tender shall be accepted. The committee reserves right to accept or reject any tender/ quotation without assigning any reasons thereof. The Successful tenderer are bound to stick on the rates once quoted by them and once approved by the committee.
12. Payment on account Services rendered shall be made on the completion of the ordered Job by the concerned Authorities, after observing the Codal Formalities.
- 13. The Tenderer should produce documentary proof for the purchase of Insecticides, Pesticides from the Principal Manufacturer.**
14. The Warranty Period of Termite Control Treatment should be minimum five years. A Bank Guarantee for 10% of the job will be deposited with the Accounts Officer, Associated Hospitals Jammu for a period of 05 years.
15. Payment shall be released in following manner
 - i) 50% of the payment shall be paid on first job done.
 - ii) 25% after 3 months.
 - iii) 25% on completion of contractual period.

The Payment of 2nd Job done (Termite Control) shall be paid on completion of Job.

19. The successful tenderer shall have to abide by the standard terms and conditions as laid down in the J&K book of financial rules/ codes and the conditions as per the contract.
20. The Principal Govt. Medical College Jammu, Chairman of the committee is competent and reserve the right to consider, ignore, or reject any tender at any stage without assigning any reason what so-ever.

21. The successful tenderer shall be responsible for execution of the contract in full and shall not in any case assign or sublet approved contract or any part thereof to other party. Suitable penalty up-to 10% of the total value of a contract shall be imposed for any deviation from contractual obligation on merits of each case, which can be forfeiture of Earnest money /Security deposits/ with holding of other deposits in Health and Medical Education Department as a whole or even debarring/black listing of the suppliers/ firms/ dealers. The earnest money shall be forfeited if the contractor withdraw their tender or revise the prices of their offer within validity period/ comply the work order placed on them within the validity period of the offer.
22. Any loss sustained by the department as a result of retendering the contract or allotting the same to 2nd lowest tenderer due to backing out by the successful tenderer shall be recovered from the defaulting tenderer out of his earnest money / Security deposit or from any of his pending bills with department , as the case may be. Even if the second lowest tenderer agreed to carry the contract at the rate of first lowest, the earnest money deposit of the first lowest tenderer will be forfeited and he shall have no claim for the same and also shall have no right to raise this issue in any court of law in any matter. The same procedure will be adopted in case of second lowest on his default and likewise for 3rd lowest.
23. The earnest money shall be refunded in favour of unsuccessful tenderer after finalization of tender where it shall be retained in case of successful tenderers and treated as security deposit to be refunded after the successful completion of the contract.
24. The Principal, Govt. Medical College / Medical Superintendent of the hospital or his authorized representatives have assess at all the time to make full inspection etc. so as to ensure the satisfactory functioning of the contractor.
25. **The Successful tenderer shall have to abide by the terms and conditions of the NIT and the approval of the contract for which an agreement shall have to be executed on a NON JUDICIAL Stamp Paper with the concerned authorities before the allotment of the contract. The cost of the stamp duty shall be borne by the tenderer. The successful tenderer shall have to execute an agreement in the prescribed form.**
26. In case of any dispute/ difference or doubts, the orders of the Chairman shall be final.
27. **All the terms and conditions of the tenders should be carefully studied for the sake of submitting complete and comprehensive tender, failing to comply with any of the terms and conditions may lead to rejection of tender, even if it is competitive offer.**
28. Legal proceedings that may arise at any time shall be subject to the jurisdiction of J&K Courts at Jammu only.
29. The contract fixed shall be valid for a period of **twelve months** from the date of issue of approved rate contract extendable for a period of 90 days from the date of issue of Rate Contract or till such time the new rate contract for succeeding year is available.

30. All other issues that may come up during the course of compilation of contract shall be decided by the Committee and orders shall be final.
31. The firm shall have to submit proof of **previous Experience in the respective field in Govt./Private Sector of repute**. Only the tenders with satisfactory performance shall be entertained.
32. **Any other condition that is not indicated here can be incorporated by the concerned Medical Superintendent in before execution of a contract if need be.**
33. **No separate conditions will be accepted and the conditional tenders will be outrightly rejected.**

We do hereby agree abide by all the conditions mentioned (Sr. No. 1 to Sr. 33) in the tender document (All the documents have been signed by us in token of acceptance of the “ Condition of the Contract” and are without any cutting/overwriting.)

In Acceptance

Signature of the tenderer

Annexure -IV

UNDERTAKING/ LETTER OF ACCEPTANCE

Sir,

- i) I / we do agree for all clauses, terms and conditions of the tender documents.
- ii) I / we agree to abide the contract for a period of **one year** to provide the services from the date of award of the contract which may be extended by the committee till new rate contract is finalized.
- iii) I / we declare that no legal / financial irregularities involving the Proprietor/ Partner of the applicant (s) / firm are pending.
- iv) I / we declare that our financial position is sound and we are competent to execute the contract.
- v) I / we declare that we will not ask/ expect any financial assistance from the Govt. of Jammu & Kashmir State.

In acceptance
(Name with seal & signature of the tenderer)

GOVERNMENT MEDICAL COLLEGE & ASSOCIATED HOSPITAL JAMMU.

NOTICE INVITING TENDERS

For and on behalf of the Governor of Jammu & Kashmir State, Sealed Tenders affixed with Rs.5/- Revenue Stamp are invited for the Group **ANTI RODENT, TERMITE & INSECTS CONTROL for the year 2009-10** in Govt. Medical College & its Associated Hospitals as per the details given in the tender documents (Tender Form, Terms & Conditions of Tender Notice) from those firm(s) who are already registered with Health & Medical Education Department, Jammu & Kashmir. These tender documents can be had on the written request on letter heads during all working days upto 17-12-2009 (Thursday) against the Non-refundable cash amount of Rs. 500/- from the office of the “PRINCIPAL GOVT. MEDICAL COLLEGE, JAMMU”. The GR should be attached with the tender.

Name of the Group	Amount of CDR
Anti Rodent Treatment , Termite & Insects Control	Rs. 50,000/- (Fifty thousand only)

The rate contract thus issued shall be valid for a period of 12 months, extendable for a further period of 90 days from the issue of Rate Contract or till such time the new Rate Contract is finalized and issued, whichever be earlier.

The Tender document should be accompanied with the earnest money of Rs. 50,000/- in the shape of CDR (Call Deposit Receipt) from any Scheduled/Reputed Bank preferably J&K Bank pledged in favour of Principal Govt. Medical College Jammu.

The details of the Tender document are also available on the official website of Govt. Medical College & Associated Hospital i.e www.gmcahjammu.org. The tender not fulfilling the laid down terms & conditions will be outrightly rejected.

The Principal, Govt. Medical College Jammu reserves the right to reject any or all the offers received without assigning any reason at any stage.

NO BANK DRAFT/INDIAN POSTAL ORDER WILL BE ACCEPTED.

Scheduled Dates:-

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| 1. Last date for sale of Tender Documents | 17-12-2009 upto 4.00 p.m (Thursday) |
| 2. Last date for submission of Tenders | 19-12-2009 upto 3:00 p.m. (Saturday) |
| 3. Opening of tenders | 21-12-2009 at 01:00 p.m. (Monday)
or any other date convenient to the committee |

The Tender committee will not be held responsible for any postal delay.

**Member Secretary
Institutional Tender Committee
Govt. Medical College, Jammu**

No: GMC/2009-10/

Dated:-

Copy to the :-

- Secretary to Govt. Health & Medical Education Department ,Civil Secretariat Jammu for information.
- Principal Govt. Medical College Jammu for information.
- Administrator (AH), Govt. Medical College Jammu for information.
- Medical Superintendent SMGS Hospital/Medical College Hospital / CD/ Psy. Hospital for information.
- Joint Director Deptt. of Information for information. He is requested to please get the notice published on priority basis in two leading dailies of State Level for wider publicity of the notice and send the cutting for conformation.
- General Manager, Ranbir Govt. Press Jammu for inf. and necessary action with the request to please publish the aforesaid NIT in the Govt. Gazette in order to give the NIT a wider publicity.
- Notice Board / Office File.