



DELHI STATE LEGAL SERVICES AUTHORITY

(Constituted Under the 'Legal Services Authorities Act, 1987', an Act of Parliament)

Under the Administrative Control of High Court of Delhi

Central Office, Patiala House Courts Complex, New Delhi - 110001

Ph. : 23384781, Fax : 23387267, Email : procurement-dslsa@nic.in



Ref.No.13/DSLSA/Proc.E.Wing/Pest Control/2016/

Dated:-

TENDER NOTICE

Sub: Invitation of Bids in sealed envelope for Annual Maintenance Contract of Pest Control Services in the Central Office, DSLSA, Patiala House Court Complex, New Delhi-110001

Bids under the two bid systems are invited for Annual Maintenance Contract of Pest Control Services in the premises of Central Office of Delhi State Legal Services Authority, Patiala House Courts Complex, New Delhi.

General Terms and Conditions:-

- The rates quoted in the Financial Bids (**in Annexure B**) should be both in words and figures and quotations with any cutting or overwriting in figures will not be considered, unless corrections are countersigned. The Financial bid should be properly sealed/signed and kept in separated sealed envelope and price be mentioned alongwith tax if any.
- The Official or quarter concern of the Bidder may visit the premises of Delhi State Legal Services Authority at Patiala House Courts Complex, New Delhi before submitting Bids on their behalf. **It is mandatory to survey the actual area of Pest Control Services before submitting financial bid in this Authority.**
- The contract shall be initially for a period of 01 (one year), which may be extended for further two years, one year at a time, subject to satisfactory performance of the firm and at same rates and terms & condition, No demand for revision of rate on any account shall be entertained during the contract period. The AMC will be terminated at any time during the pendency of contract, if the services are not found to be satisfactory.
- The AMC charges will be paid monthly on production of the service report/work done report which should be counter signed by the official of this Authority alongwith original Bills.
- The Department (DSLSA) reserves the right to cancel the tender or to withhold payment without assigning any reason in the event of non-commencement or unsatisfactory performance by the tenderer. In such eventuality, the Department further reserves the right to get the work done from open market at the cost of the contractor.
- If any information furnished by tenderer is found to be incorrect or false at any time, the tender will be liable to be terminated without any notice.

[Handwritten signature]
05/11/2016

- g) The interested firm may submit sealed envelopes for "Technical Bid" and "Financial Bid" in a sealed cover super scribed "Quotation for AMC of Pest Control Services" addressed to "Member Secretary, Delhi State Legal Services Authority, Central Office Patiala House Courts, New Delhi-110001" on or before 17/01/2017 which must includes or excludes taxes (if any).
- h) Quotations received after due date, those received without separate sealed cover and rates not quoted clearly will not be accepted.
- i) The Tender is not transferable
- j) DSLSA reserves the right to accept or reject any or all tenders without assigning any reasons.
- k) The contractor shall be responsible for any damage caused to any office infrastructure owing to negligence on his part.
- l) The tender notice is also available in the website of this Authority www.dslsa.org
- m) The Courts at Delhi/new Delhi shall have the jurisdiction in connection with any dispute/litigation arising out of this tender.
- n) Each tender must accompany an earnest money deposit of Rs.3000/- (Rs. Three Thousand only) as per GFR-157 in shape of Bank Draft of any Nationalized Bank in favour of 'DDO, Delhi State Legal Services Authority', which will be refunded to the tenderers, whose tenders are not accepted except in case of the successful bidder.

CONDITIONS FOR TECHNICAL BID

- a) The Registered Office or Branch Office of the firm/company must be located in Delhi/NCR. The bidding firm/company should submit duly self attested copies of proof of its office address along with telephone number.
- b) The participating firm/company must have atleast Two years experience in the field of service (A copy of proof of experience in the form of certificates obtained from various Government Ministries/Departments/PSUs to be enclosed).
- c) The firm/company should furnish a self attested copies of the following alongwith dully filled form at Annexure A:-
 - i) Bank Account in the name of the company with IFSC code.
 - ii) Self attested copies of service Tax registration VAT.

Sanjay
10/12/16
Super. (R)

Ref.No.13/DSLSA/Proc.E.Wing/Pest Control/2016/

Dated:-

Copy forwarded to:-

- i) For display at Notice Board, DSLSA, Patiala House Courts Complex, New Delhi.
- ii) Sr. Programmer with the directions to upload the same on the website of this Authority.
- iii) Sh. Mahesh Giri, Diary Section, DSLSA, Patiala House Courts Complex, New Delhi (for information).

Sanjay
05/12/16

(Sanjay Kumar Dubey)
Superintendent (Procurement)

TECHNICAL BID**ANNEXURE-A**

1	Name of the Firm/company	
2	Address of the Firm/company	
3	Registration No.	
4	List of copies of documents enclosed	
5	Registration in D VAT (compulsory)	
6	Service Tax No. (Compulsory)	
7	Details of 02 ongoing/completed AMC	
8	Bank Account No. with IFSC Code	

Annx. "B"

FINANCIAL BID

S.No.	Name of the Premises	Type of Treatment	Rate	Tax (if any)	Frequency Required
1	General Admn., Patiala House Court Complex	General Pest Control Treatment	_____ Per Month		Twice in a month
2	General Admn. Patiala House Court Complex	Rodent Control & Anti-Termite Treatment	_____ Per Month		Once in a month