



**NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION**  
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F. No. 44-1/2013-14/GA  
March 15, 2021

Note: Please quote your reference No. and address your quotations and all future correspondence to The Registrar, NUEPA at the above printed address.

**Sub: Rate Contract for Disinfestations Control, Fogging Treatment, Anti Termite Treatment and Rodent Control for NIEPA Campus**

Sir,

National Institute of Educational Planning and Administration (Deemed to be University) is an autonomous body fully funded by the Ministry of Education, Government of India.

The Institute has a three storied building of Administrative Block, six storied Hostel Building, 48 Staff Quarters of Type I, II, III, IV, V and VC Bungalow. The University intends to enter into a contract for General Disinfestations, Pest Control Treatment, Fogging Treatment and Rodent Control of our above mentioned buildings for a period of one year in the first instance extendable upto 3 years on mutual agreement.

The University invites rates for entering into an RATE CONTRACT FOR PEST CONTROL TREATMENT FOR NIEPA for the period of one year from Delhi based authorized dealers of the IPCA Registered companies which meet the terms and conditions as detailed in the Annexure to this letter.

If you are interested, you are requested to furnish quotations in a sealed cover to the undersigned super scribing **“Quotations for General Disinfestations, Fogging, Rodent and Pest Control Treatment”** so as to reach us on or before **6<sup>th</sup> April 2021 upto 03:00PM.**

You are also requested to furnish your company profile and a list of your clients.

Yours faithfully,

(Chander Prakash)  
Section Officer (GA)

TERMS & CONDITIONS

1. The contractor has to carry out the necessary Pest Control work mainly in respect of the following pests:
  - a. Bats
  - b. Rats and Borer
  - c. Mosquitoes
  - d. Flies and flying insects
  - e. Lizards
  - f. Silver fish
  - g. Cockroaches and other general
  - h. Termites etc.
2. The period of the contract will be initially for one year which may be extended upto three years, if work/services is/are found to be satisfactory.
3. The bids are to be submitted in a single tender mode. However, quoting of lowest rates doesn't entitle a bidder for award of work. Proper scrutiny of all the relevant documents submitted will be done before proceeding for award of work.
4. After award of contract, the successful firm will have to deposit a sum equivalent to 10% of the total yearly contract value as Security Deposit. In case of poor services the security deposit will be forfeited.
5. The contractor will be responsible to keep all the rooms/corridors, wooden furniture and bathrooms free from pests and should depute experienced persons for execution of job along with all material, machines and manpower. Effective Pesticide to be used of standard make and approved Brand as per norms issued by Govt. of India/WHO.
6. The contractor shall be responsible for general disinfections and bats cockroach, rodent and termite control. All necessary sprays/gels shall be applied for this purpose.
7. The spray of insecticides/pesticides for pest control services will be done in a month. Norms issued by Govt. of India and WHO shall be followed by the service provider.
8. Participating bidders are required to furnish the following documents:
  - Company/firm profile.
  - Copy of Registration Certification of incorporation.
  - Copy of GST certificate.
  - Copy of last three years Income Tax Returns
  - Copy of valid license issued by the local authorities and IPCA (Indian Pest Control Association).

  
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- The firm should have minimum experience of 3 years in the field of providing pest control services. Copy of award letters/work experience certificates issued by Government organizations must be furnished as proof.
  - Earnest Money Deposit of ₹ 4,000/- to be deposited alongwith the bid. Bids received without EMD shall be summarily rejected.
9. In case, the firm backing out in midstream without any explicit consent of this office, it will be liable to the recovery of the higher rate which may have to be incurred by the University on pest control treatment for the balance period of the contract by alternative means. The bill amount of the period would also be forfeited. The firm would also be debarred from participating in future tenders of the University and also we shall initiate action for black listing the firm.
10. No transportation charges on this account will be paid by this office.
11. The University reserves the right to cancel the contract any time during the currency of the contract without giving any reason, whatsoever, if the services provided by the firm are not found to be satisfactory.
12. No advance payment in any case would be made. The payment will be made by the University on monthly basis, upon satisfactory completion of job and production of bill.
13. Police verification in respect of all employees who will visit our premises shall be submitted to us. All employees shall convey valid photo identity card issued by the Proprietor.
- 14. The firm quoting for this job must have IPCA Registration available in their name.**

