

TENDER / RFP FOR UNIWORLD CITY PEST CONTROL SERVICE IN COMMON AREA.

Name of Work: - Pest Control Service UNIWORLD CITY 52 nos. Towers with all Basements & Common areas .

CLIENT: KUCAOA

RFQ NO: UWC/HOUSEKEEPING/ALL/2025/01

Dated: 28/01/2025

Notice Closing Date of Quotation: **11.02.2025 at 17.00 hrs.**

SEALED QUOTATION OPENING DATE: **15.02.2025 at 11.00 hrs.** at **Uniworld City, Facility Maintenance Office, Downtown 02, Ground Floor, Unit No.0001, Action Area III, New Town, Kolkata -700160**

Cost of Tender Document : Rs. 500 payable through DD/Banker's Cheque payable in favour of "**Kolkata Uniworld City Apartment Owners Association**".

EMD : Rs.30,000/- payable through DD/Banker's Cheque payable in favour of "**Kolkata Uniworld City Apartment Owners Association**"

Authority: - President, Kolkata Uniworld City Apartment Owners Association.

Sealed Documents to Be Delivered: -Uniworld City, Facility Maintenance Office, Downtown 02, Ground Floor, Unit No.0001, Action Area III, New Town, Kolkata -700160.

Survey: - Survey if required is to be conducted by the OEM/Partner at their own cost for:

- Pest control services for Common areas like Basements, Lift lobbies of Towers along surrounding ground.

Scope of work for all Common areas:

The current scope of work for Pest control service in Uniworld City is in detail below:

- 15 nos. of service for general household pest need to be done every alternative day with all necessary corrective and proactive actions.
- 2 nos. of service for cockroaches need to be done once in every fortnight in with spray, gelling and dust applications.
- 4 nos. of Pied Piper service for rodents need to be done once in every week with baiting & trapping.
- 4 nos. of Snake pro service for Snakes need to be done once in every week with repealing, baiting along spray if required.
- 4 nos. of Integrated mosquito management service for mosquito larvae need to be once in every week.
- 12 nos. of Integrated Mosquito Management service for adult mosquitos need to be done thrice in every week with Cold fogging.
- 4 nos. of Peri Guard service for Lizard need to be done once in every week with spray.
- Beehive removal if required in all Common areas with mechanical control or spray.
- 1 no. of Bacteria fungi Virus service once in a month.
- 8 nos. of service for Flies need to be done twice in every week with spray and baiting.

NOTE: Please fill up the Pest Control Monthly Service Planner for the work provided in (Annex. A.1).

Chemical to be Used:

WHO approved Chemicals, eco- friendly and without any harmful synthetic pesticide, sustainable chemicals mainly plant based and substances with greater values.

Manpower allotment:

3(Three) or More Operators need to be deployed to carry out Pest Control Service as per schedule. Need to provide Service Calendar for manpower allotment. (Annex. A.2).

Emergency Support:

An additional technician needs to be posted on an SOS basis for any urgent requirement.

Comprehensive Documentation and Transparency:

Full documentation of the services provided need to be shared to ensure transparency.

Payment terms:

1. No Advance payment against the Purchase of materials.
2. Charges for the services will be as per actual rate card attached as Annex. A3.
3. Payment will be release after verifying appropriate form for submission of GSTR1, in case of failure of GSTR return, payment will be released after deducting GST amount. GST payment will be released after verification of appropriate form in GST portal.

Special Terms and Conditions

1. The supplied chemicals will be checked and passed by the competent authority of KUCAOA.
2. Both the rates are to be quoted in columns, i.e., without GST and with GST.
3. **The applicable GST rate needs to be mentioned below the rate schedule in proper place.**

4. Prior to quoting of rate surveying of Uniworld City complex is allowed – Site Incharge Mr. Rabi Pal (Mob. No. 7576041175) needs to be contacted.
5. Invoice, Challan, Warranty certificate, Inspection/Acceptance certificates have to be submitted to the committee for making payment after Supply of those Services.
6. Payment will be made as per recommendation of KUCAOA competent authority.
7. The credential of similar type of work done in past 05 years may please be submitted along with quotations. Preference will be given to those bidders who have done similar work in any residential complex and/or Commercial/Industrial Complex. It's also expected that the bidder will have experience of minimum 5 years of such similar work.
8. The representative or technical personnel from vendor's side should present with proper Identity card during every visit.
9. Only hard copy of Quotation duly signed and sealed envelope within scheduled date and time will be accepted. No mail or Fax/WhatsApp or unsealed loose paper will be accepted.
10. The Services needs to be started within 07 days after issuance of letter of acceptance (LOA).
11. This RFQ & quotations is a formal Tender for Uniworld City _Pest Control service in common Area.
12. For any clarifications, please contact Housekeeping Site Incharge Mr. Rabi Paul (Mob. No. 7576041175) and for UWC survey Please contact Facility Manager Mr. Tamal Pal Mob. No. 7596041170.

TERMS AND CONDITIONS

1. The timings for the operators will be from 9am to 7pm including Sundays and Holidays.
2. In case of resurgence of pest/s under contract, interim calls will be attended to without any extra cost.
3. The contractor shall at his own expenses provide its staff with necessary set of uniforms and all working /measuring /testing tools and tackles for the effective discharge of the services under this contract and also ensure that they are cleanly maintained and worn at all times by the said staff.
4. The contractor shall at his own expenses issue Identity Cards bearing photographs to its employees working at the said premises and shall ensure that its employees carry with them their respective Identity Cards at all times while they are within the premises of the Company and that they conduct themselves in a disciplined manner. The contractor shall be responsible for any misuse of identity cards by its staff/employees.

5. The Contractor shall ensure that all persons employed by it for this contract for service have honest, skilled, efficient, soft spoken, courteous and conversant with nature of the work. The contractor shall employ such workmen who will not be a nuisance while they are within the premises of the AOA.
6. The contractor's employees shall be liable for search at entrance and exit and they will obey all security instructions of the Company.
7. The AOA shall be entitled to supervise and check the services provided by the contractor and if found that the conduct, behavior and performance of work of any of its employees is unsatisfactory then the AOA may require the contractor to immediately recall the particular person and substitute him by another and the contractor shall comply with such requirements.
8. The contractor agrees and undertakes that the services provided by its staff/Personnel shall be to the entire satisfaction of the AOA and the contractor will make it clear to its staff that they are employees of the contractor and none of such personnel shall be entitled to be treated as employees of the AOA for any purpose whatsoever and they shall have no claims against the AOA. The AOA shall not be liable to pay wages, salary, compensation, and any statutory benefits due to the contractor staff, as may be applicable under different enactments and the contractor shall be solely responsible for providing such amenities to its employees, as may be applicable.
9. The AOA shall have no employment relationship whatsoever with the employees of the contractor and it shall be the contractor's sole responsibility and discretion as an independent employer to decide about the terms and conditions of employment, remuneration, supervision and termination of services of its employees. When asked by AOA, within 7 days contractor must share all employment details of any of it's staff deployed (Historically or Present or Planned) for the service under purview of this contract.

10. The contractor shall also indemnify and keep the AOA indemnified in the event of any of its employee's, representative or assigns, etc. making any claim on the AOA, and the contractor shall be fully responsible for all acts/omissions of whatever nature of its employees more specifically regarding intentional damage to the AOA property.

TERMINATION/ SUSPENSION

The AOA shall always be entitled to terminate and / or suspend this contract in whole or part, after giving seven days' notice without assigning any reason thereof and without any liability of damages or otherwise on account of termination and such termination shall not

prejudice the rights of the AOA to recover damages, outstanding or any excess payments to the contractor, if any, and for which amount the AOA shall have the right to deduct from the outstanding bills of the contractor and/or EMD.

Upon termination of this contract the service provider shall ensure that they leave the premises of the UWC peacefully and with without causing any damage to the persons or property of the AOA.

DISPUTES AND JURISDICTION

Any and all disputes arising from this contract shall be amicably and promptly settled between the parties hereto. The parties agree that if any amicable settlement is not reached, then the dispute shall be referred to an arbitrator to be appointed by the AOA, who shall decide the matter according to the provisions of Arbitration and Conciliation Act, 1996 or any statutory modification thereof.

It is agreed between the parties that if any dispute cannot be resolved amicable then the civil courts & high Court at Kolkata alone shall have jurisdiction to try and entertain any/ all suit, or proceedings in respect of disputes relating to or otherwise arising out of this contract

Note: Please fill up the forms attached below:

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the LWF (employees & employer's contribution) of the following employees, employed for _____ Services at _____ has been deducted by us from their wages for the month of _____ and has been deposited to the statutory authorities vide.

Sr. No.	Emp. Code	Employee NAME	LWF (Rs)	Employer Contribution (LWF)
1				
2				
3				

*** The Service Provider has submitted the following documents along with the bill and the same are enclosed**

- 1. Undertaking for PF, ESI & LWF amount of the staff provided at the site pertaining to the previous month has been deposited with the concerned authorities (as above format).**
- 2. Photocopies of PF, ESI & LWF Challans pertaining to the previous month duly attested/authenticated by the Service Provider.**
- 3. Photocopy of Wage Register pertaining to the previous month.**
- 4. Attendance of Current Month certified by Estate Manager.**

Annexure A.2

Service Calendar										
<u>Manpower A</u>	HE-01	HE-02	HE-03	HE-04	HE-05	HE-06	HE-07	HE-08	HE-09	
Sunday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
<u>Manpower A</u>	UH-01	UH-02	UH-03	UH-04	UH-05	UH-06	UH-07	UH-08	UH-09	UH-10
Sunday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
<u>Manpower B</u>	UG-01	UG-02	UG-03	UG-04	UG-05	UG-06	UG-07	UG-08	UG-09	UG-10
Sunday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
<u>Manpower B</u>	DT-01	DT-02	DT-03	DT-04	<u>Manpower B</u>	UF-01	UF-02	UF-03	UF-05	UF-06
Sunday					Sunday					
Monday					Monday					
Tuesday					Tuesday					
Wednesday					Wednesday					
Thursday					Thursday					

Annexure A.3

Sl. No.	Premises under Contract	Chemical to be used	MANPOWER DEPLOYMENT	Frequency Timing	Charges (Monthly)
1	Uniworld City, all phase (Total 52nos Tower) + Common Area	WHO recommended guidelines and CIB Approved Chemicals to be applied	Three operators & One Back Up as per schedule	Daily from 09:00am to 07:00pm	

*GST as applicable will be payable extra.

* Payment Terms: Within 30 days after submission of Monthly Tax Invoice with service reports.