

## DETAILED SCOPE OF WORK

To provide with **Rodent, Termite (Spot Treatment / Drilling), Vector control** services in the following establishments:

### **AIH&PH, 110, C R AVENUE, KOLKATA – 700 073**

**Total Floor Area: 11220 Sq Mtr**

Main Building Office (Ground + 4 floors) (Total Floor Area of building 6716 Sq Mtrs)  
Gents Hostel Building (Total Floor Area of building 3372 Sq Mtrs)  
Ladies Hostel Building (Total Floor Area of building 1132 Sq Mtrs)  
Open Space (Toal Area 1985 Sq Mtr)

### **AIH&PH, Bidhan Nagar Campus, JC 27 & 27B,**

**Total Floor Area: 4128 Sq Mtr**

#### **Sector – III. Salt Lake City, Kolkata – 700 106**

Institute Building (excluding NCDC Part) (Total Floor Area of building 2864 Sq Mtrs)  
International Guest House & Hostel (Total Floor Area of building 1264 Sq Mtrs)  
Open Space (Toal Area 37302 Sq Mtr)

### **UHU&TC, 19B, Chetla Hat Road, Kolkata – 700027**

**Total Floor Area: 1010 Sq Mtr**

Main Building Office (Total Floor Area of building 1010 Sq Mtrs)

### **RHU&TC, Singur, Hooghly, West Bengal – 712409**

**Total Floor Area: 4263 Sq Mtr**

Main Building Office (Total Floor Area of building 1527 Sq Mtrs)  
Hostel Building (Total Floor Area of building 1678 Sq Mtrs)  
Nasibpur (Total Floor Area of building 438 Sq Mtrs)  
Diara (Total Floor Area of building 72 Sq Mtrs)  
Ananda Nagar PHC (Total Floor Area of building 299 Sq Mtrs)  
Paltagarh (Total Floor Area of building 147 Sq Mtrs)  
Balidipa SC (Total Floor Area of building 102 Sq Mtrs)

## **Job Description**

### **Rodent Control**

- Inside the premises control by glue-pad and rat catch cages.
- Outside the building premises by baiting and placing rod box if required.
- To stop the entry by the hanging cables and pipelines by cap fitting.
- The services of bait, glue pad should be provided **fortnightly (15 days interval)**.
- One-time cap fitting for cables and pipelines.
- Agency will be 100% responsible to control rodents
- Dead rodents will be removed from the inside of building/ false ceiling/ ducts etc.
- Set up of rod boxes to be installed outside the premises; one time and subsequent services every 15 days.
- The cost of glue pad and rat catch cages should be quoted of separately and will be charged as actual on usage.

### **Termite Control:**

- Anti-termite by way of drilling and spray.
- To control wood borer by way of injecting and oil-based spray.
- One major treatment for period of **One year and 3 follow ups** with guarantee period of One Year.

## **General Pest/ Vector Control:**

- By way of spray and gel to control the crawling insects such as mosquito, spider, cockroach, lizard, ants, silver fish etc.
- Chemicals or materials are to be used for pest control services should not harm of animal's daily cycle and it will not affect any problem in Animal House area.
- Specification and make/quality of chemical/pesticides shall be clearly spelt in the offer/tender, and it should be certified by WHO Pesticide evaluation scheme (WHOPES) for public health utilization and approval with BIS certification.
- Frequency of general pest control will be on **fortnightly basis**, i.e., once in every 15 days.

## **Other Conditions:**

The tenderer shall also furnish the 24 HRS Helpline telephone / Mobile numbers and email address, on which they can be contacted, for any service requirements. It will be imperative for the firm to do attend the urgent calls within 48 hours from the time of informed received by the company by any means of communication including telephone.

If the area covered under this service contract is not provided pest control services for more than one month, the contract fee will be deducted for this period. The amount of penalty would be 500/- per day per complaint for the period of delay in excess of seven days, besides that any other administrative action will be initiated as deem fit.

## **Important Eligibility Criteria:**

- The agency should be Indian Pest Control Association (IPCA) Member.
- Agency should be registered with NSIC and MSME.
- The agency should have ISO 9000 Certification.
- The agency should be registered with Kolkata Municipal Corporation - Registration No:
- GST No:
- PAN No:
- Income Tax return details of yrs. provided services to Govt. Offices (reference copy)
- The Tenderer shall have at least three years of similar job experience for the similar type of work in the hospitals/health care centers/ Government/Semi-Govt. Organizations/any private hospitals.
- The firm having experience maintaining Pest Control Services in any Central/ State Govt. Dept., PSU's, Autonomous Bodies, Large Industrial/ Educational Campus/ Corporate Super Specialty Hospitals will be preferred.
- The tenderer should have qualified technical personnel to handle the equipment quoted and shall provide a list of service Engineers with the copy of Identity Cards, who will be deputed for the maintenance job.
- The agency shall be absolutely responsible for the payment of salary, and all other statutory obligations for the workers employed on account of wages bonus, arrears, employment, termination benefit, compensation or other claim whatever and AIHPH, Kolkata shall have no connection in relation to such matters.

## **Additional Terms & Conditions**

There are following terms & conditions for providing the Pest control services in Institute and other campuses building:

- (i) The firm's office must be located in Kolkata either head office or branch office or sub office.
- (ii) The firm should have minimum experience of 03 years in the same field.
- (iii) The firm should have valid certification of ISO 9001:2015 & HACCP, License to sell stock insecticides/ Form-8 issued by relevant state Government etc.
- (iv) The firm have to be deposited a refundable security of Rs. 25,000/-through Demand Draft in favour of Director, AIH&PH, Kolkata payable at Kolkata.
- (v) This refundable security will be returned on completion of satisfactorily work. In case found any dispute/unsatisfactorily work this will be forfeited.
- (vi) The firm will provide two services within a month i.e. fortnightly interval for controlling the mosquitoes and rats in the whole building of AIH&PH, Kolkata Main campus, Hostel Campus, Bidhan Nagar Campus, UHU&TC, Chetla & RHU&TC, Singur and other PHC and SC under its jurisdiction.
- (vii) The firm will be required to indicate the chemicals to be used by them for providing Pest control service. However, these chemicals must be of national repute, acceptability most effective to curb. Further, these chemicals should be ISI marked, safe to humans as well as non-toxic and environment friendly.
- (viii) The firm will be responsible for the safety of his staff and for any mis-happening in the building of the institute on account of disinfectant/chemicals to be used by the firm and thus required to apply all safety measures.
- (ix) The persons deputed for providing the service of pest control in the building of AIH&PH, Main Campus will be the employees of the firm for all intents and purposes.
- (x) The employees deputed by the firm will be provided Identity Cards by the firm which will be required to be displayed at the time of duty.
- (xi) In case of pilferage, theft/breakages, the firm will be responsible. The competent authority will be at liberty to deduct the amount of such loss from the firm after holding an enquiry. The decision of the competent authority to this effect shall be final and binding upon the parties.
- (xii) In case of unsatisfactory performance and violation of any conditions of the Contract, the same shall be liable to be cancelled.

- (xiii) The firm will not sublet the Contract to any other firm/individual.
- (xiv) In the event of any dispute, the same shall be referred to the sole Arbitration of the Director, AIH&PH, Kolkata. The award of the Arbitrator shall be final and binding on the Firm.
- (xv) The firm will at no time violate provisions of the Insecticides Act,1968 and Insecticides Rule 1971 and /or any other relevant laws and rules as framed by the Government of India, State Government or Local Bodies.
- (xvi) The firm will be responsible to dispose all insects / rodents and shall remove all chemicals by cleaning / dusting the area after performing pest control services.
- (xvii) The firm will depute experienced persons for execution of job along with all material, machines and manpower.
- (xviii) All the equipment (e.g. trap boxes, Glue traps) and consumables (e.g.: Pesticide spray) required for the services will be provided by the firm at no extra cost to the client.
- (xix) Compliance of Labour Laws: The firm shall strictly comply with the provisions of the relevant and extent labour laws as applicable including EPF & ESIC of the employees.
- (xx) The firm will be required to use only those chemicals/pesticides that have been approved and safe for human by CIB & RC under the provisions of Insecticide Rules 1971 framed under Insecticide Act 1968.
- (xxi) No advance payment in any case would be made. The payment shall be released on quarterly basis.