



**Ernakulam Regional Co-operative Milk Producers' Union Ltd**

Head Office, P.B.No.2212, Edappally, Cochin-682 024.

Visit us at : [www.ercmpu.in](http://www.ercmpu.in)

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NO: EU/QA/Pest/2023-24/ 3656

12.08.2023

**TENDER NOTICE**

**Notice Inviting Tender for Pest Control activities at different units under ERCMPU Ltd.**

Ernakulam Regional Co-operative Milk Producers' Union Ltd;(ERCMPU in short) invites sealed competitive tenders from experienced Indian firms for Pest control activities at Ernakulam, Kottayam, Thrissur, Kattappana ,Edappally Products Dairy and Chalakudy office under ERCMPU Ltd. **on monthly basis** for a period of two years. The intending bidders may obtain tender document from this office on payment of Rs. 500/- (Rupees Five Hundred only) non-refundable in the form of crossed Demand Draft in favour of Managing Director ERCMPU Ltd. Edappally Cochin-24 w.e.f. 14.08.2023 up to 03.09.2023 between 11.00 hrs and 15.00 hrs on all working days. The tender form may be downloaded from our website [www.ercmpu.in](http://www.ercmpu.in)., in this case for submitting the tender, the tenderer should enclose a DD for Rs. 500/- along with the tender towards the cost of tender form. Completed sealed tenders accompanied with an EMD of Rs. 5000/- will be accepted up to 14.00 hrs of 04.09.2023. Tenders received without EMD will be summarily rejected.

**NAME OF THE BIDDER :**

**ADDRESS OF THE BIDDER :**

**PHONE NUMBER :**

## TERMS AND CONDITIONS

1. LAST DATE & TIME OF RECEIPT OF QUOTATIONS : 04.09.2023  
: 1400 Hrs.
2. DATE & TIME OF OPENING OF TECHNICAL BID : 04.09.2023  
: 1500 Hrs.
3. PLACE OF SUBMITTING QUOTATIONS : ERCMPU LTD.,  
HEAD OFFICE  
Cochin -24.
4. NAME OF THE UNITS & LOCATION

Sl.No	NAME OF UNITS	LOCATION
1	ERNAKULAM DAIRY	THRIPUNITHURA ERNAKULAM-682301
2.	TRICHUR DAIRY	RAMAVARMAPURAM TRICHUR
3	KOTTAYAM DAIRY	VADAVATHOOR KOTTAYAM
4	KATTAPPANA DAIRY	NIRMALA CITY KATTAPPANA
5	PRODUCTS DAIRY	EDAPPALLY COCHIN -24
6	CHALAKKUDY OFFICE	MURINGOOR CHALAKKUDY

**Signature of Authorized Signatory**

## 1. SCOPE OF WORK:

The job of Pest control shall include the following:

- i. Total pest and rodent control management system of Ernakulam, Kottayam, Trichur, Kattappana, Products Dairy and Chalakkudy office.

- ii. **General Pest Control**

General Pest Control means eradication of Cockroaches, Mosquitoes, Flies, Lizards, etc through permitted insecticides by applying non – toxic chemicals with specific formulation suitable for Dairy and Food Industries and timely removal and disposal of killed pests as per approved norms. The Pest control should cover all the places like Raw milk reception dock, processing plant, Ghee manufacturing & packing/storing area, Butter manufacturing & packing area, SMP storing area, Consumable & packing material store Cold store, Deep freezer, Tray washing area, a spray under the tables, chairs, Almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, on lift lobby, on all toilets drain ducts, drainage channels, on all pantry rooms, in all stores and Godown and any hidden space under the furniture and should leave no space unattended.

- iii. **Rodent Control (inside &out door)**

Rodent controlling should be done in the Plant building indoor and surroundings by using the latest non toxic anti coagulant glue board and trap – and timely removal and disposal of the trapped or killed rodents and the food article used as bait.

- iv. **Disinfection (Outdoor surrounding area of plant building)**

Disinfection of plant building should be done using approved non toxic Bio-herbal insecticides suitable for Dairy Industries.

- v. Agencies must ensure that the pest control once done shall remain effective up to next pest control failing which it shall have to be done again without any cost.

Successful bidder shall submit a bait map approved by the unit head before the start of the operation. **The bidder has to quote the monthly rates for 12 visits in a month for Ernakulam, 12 visits in a month for Trichur, Kottayam, Edappally Products and Kattappana Dairies and 08 visits in a month for Chalakkudy office.**

Signature of Authorized Signatory

2. **Validity of the contract:**

The period of contract shall be for a period of two years from the date of start of contract. However, the contract may be extended for a further period of one year on mutual consent. Managing Director ERCMPU Ltd. reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof. However, ERCMPU reserves the right to extend for a further period not exceeding 3 months from the date of completion of contract.

3. **Eligibility conditions**

- a) The bidder shall have an experience of at least 2 years in this field. The bidder should submit a performance certificate (Form – 1). The bids received without prescribed performance certificate shall be rejected.
- b) The bidder should submit the copy of license to stock and use of permissible insecticide for commercial pest control operation.
- c) The bidder should submit the copy of GST Registration
- d) The bidder should submit the list of Customers along with the details of contact person, Tel. Nos., Fax, and complete address.

4. **Opening of Tenders :**

The tenders received will be opened at 15.00 hrs 04.09.2023 in the presence of the authorized representatives, if any, of quoting firm (one member only) at ERCMPU Head Office at Edappally, Cochin - 24. Request for extension of opening date of tenders will not be considered.

5. **Submission of Tenders - Terms & Conditions**

- i) The technical bid (annexure ii) along with rate quotation (annexure i) & EMD should be submitted in two separate covers.
- ii) The bid envelope should be Sealed by the seal of the bidder.

**The EMD envelope should not be sealed.**

- iii) The bid envelope and EMD envelope should be placed in the third bigger envelope and super scribed "Tender for Pest Control activities at different units of ERCMPU Ltd, to be opened on 04.09.2023" and addressed to The Managing Director, ERCMPU LTD., Edappally, Cochin-24, to be placed in the Tender box kept in the Head office of ERCMPU Ltd. at Edappally, Cochin – 24 latest by 04.09.2023 up to 14.00 hrs. Request for extension of submission of date of tenders will not be considered. The unsealed bids shall be summarily rejected.

**Signature of Authorized Signatory**

- iv) The payment will be made on monthly basis after satisfactory completion of the contract, deducting all statutory deductions by the Dairy Manager concerned.
  - v) The works are to be carried out without affecting the normal working of the dairy plant/office.
  - vi) The contract can be cancelled, if the performance is found unsatisfactory without any advance notice.
  - vii) The works are to be carried out under direct supervision of qualified supervisor and all procedures and precautions are to be followed for the Dairy/Food industry norms.
  - viii) Necessary warning boards are to be exhibited to avoid any accident for employees working in the Dairy plant.
  - ix) All the works are to be executed to the satisfaction of the Dairy Manager of the Dairy.
6. Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, at all, under any circumstances.
  7. The submission of quotation will not place this office under any obligation to empanel you and no expenses incurred by you in this regard will be payable by ERCMPU Ltd., Edappally.
  8. Agencies are advised to visit the place of work for assuring the nature and volume of work realistically before quoting the rates. Date for pest controlling of the month shall be decided by this office.
  9. The cost of pesticides and related labour and transportation charges shall be borne entirely by the firm to whom contract had been awarded. The chemicals/pesticides used by the agency are to be purchased from reputed concern should be ISI Marked and/or WHO approved. Only permitted chemicals for Dairy Industry can be applied in the plant. Necessary certificate showing the details of the chemicals shall be submitted to Dairy Manager and only after getting the approval, the same shall be applied in the plant. The contractor is responsible to issue a certificate that the materials to be used in the plant for this contract are suitable for Food Industry.
  10. The rates, inclusive of all taxes, should be mentioned in figures as well as in words in the Annexure - 1. There should be no erasing and/or overwriting.

**Signature of Authorized Signatory**

**11. Earnest Money Deposit (EMD) :**

- a. The bidder shall furnish, as part of his bid a bid security (EMD) of Rs. 5000/- in the form of Demand draft drawn in favour of Managing Director ERCMPU Ltd. Edappally, Cochin -24.
- b. The bid security shall remain valid for a period of 180 days from the date of tender opening.
- c. A bid not secured in accordance with "a" above shall be rejected by the ERCMPU Ltd. as non-responsive at the bid opening stage.
- d. The bid security of the unsuccessful bidder will be discharged/returned as promptly as possible and no interest would be paid thereon.

**12. Forfeiture of EMD:**

The bid security may be forfeited:

- a. If the bidder withdraws his bid during the period of bid validity specified by the bidder in the Bid form; or
- b. In the case of successful bidder, if the bidder:
  - i) Fails to sign the contract,
  - ii) Fails to furnish performance security,
  - iii) Fails or refuses to honor his own quoted price for pest controlling at specified premises.
- c. In both the above cases, the bidder will not be eligible to participate in any of the tender issued by ERCMPU Ltd. for two years from the date of issue of letter of intent.

**13. Performance Security:**

- a. The successful bidder shall be required to deposit an amount equal to 5% of the contract value within 20 days of receipt of work order, as Performance Security.
- b. Performance security shall be submitted in the form of Demand draft/bank guarantee drawn in favour of MD, ERCMPU Ltd. The performance guarantee shall be for a period of 28 months.
- c. Performance Security will be discharged after completion of contractor's performance obligations including warranty obligations under the contract.
- d. If the contractor fails or neglects any of his obligations under the contract it shall be lawful for ERCMPU Ltd. to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

**Signature of Authorized Signatory**

**14. Evaluation :**

14.1. Quotations shall be evaluated on the basis of merit and quoted rates.

14.2. If there is a discrepancy between words and figures the amount in words shall prevail. Prior to detailed evaluation, ERCMPU LTD. will determine the substantial responsiveness of each bid. A substantially responsive bid is one, which conforms to all the terms and conditions of bid documents without material deviation. A bid determined as substantially non-responsive will be rejected by ERCMPU Ltd.

15. No enhancement of rates will be allowed for the job contract during the currency of the contract.

16. Successful bidder shall also be required to enter into an agreement with the Union in stamp paper as a part of the fulfillment of the contract.

**17. Payment :**

a) The bills in duplicate, for the services prepared on the basis of rates will have to be submitted to the Manager of the concerned Dairy units for effecting payment together with the acknowledgement of the services (log sheet) provided. No advance payment shall be made for the services.

b) The job carried out shall be to the satisfaction of the officer-in-charge, failing which deductions @ 10% of the total bill shall be deducted. Depending upon the severity of negligence, the ERCMPU Ltd. reserves the right to blacklist the agency for a suitable period or from further participation in any of the contracts. The decision of ERCMPU Ltd. shall be final in this regard.

**18. Prices :**

Rates shall remain fixed and valid during the period of contract. TDS and any other Government levies applicable on bill as per Government of India rules and regulations issued from time to time shall be deducted.

**Signature of Authorized Signatory**

19. The Contractor (Successful bidder) shall cover the employees engaged by him under EPF Scheme, ESI Act, Welfare Boards etc. There will be no Employer – Employee relationship between the employees engaged by the Contractor and ERCMPU. Registration Number and details of employees working under the control of the successful bidder shall be mentioned in the bill. The contractor shall make prompt payment of the amounts payable to the statutory authorities like EPF and ESI in respect of the employees engaged by him for the subject work.

Under any circumstances, if ERCMPU Ltd. is made liable to pay any amount to any statutory authorities like ESI, EPF and Income tax etc due to any act or omission on the part of contractor with respect to the compliance of any statutes related with the works in subject matter of this tender notice, if any fines, damages or penalty imposed by any of the statutory authorities in the above matter should be recovered from the amount due to contractor, including security deposit.

If the successful bidder (contractor) does not have EPF/ESI Registration, deductions as per these Acts will be made by ERCMPU from the amount due to the Contractor, including security deposit.

20. The Managing Director, ERCMPU reserves the right to add, subtract, modify, withdraw, any terms and conditions, accept or reject all tenders or any tender and retender or cancel the tender without assigning any reasons thereof.

  
 **Managing Director**

Signature of Authorized Signatory



**ANNEXURE – I**

**RATE QUOTATION**

Sl No	Name of the Unit	Monthly rate in Rupees (inclusive of all Taxes)	
		In Figures	In Words
1	Ernakulam Dairy		
2	Trichur Dairy		
3	Kottayam Dairy		
4	Products Dairy, Edappally		
5	Kattappana Dairy		
6	Chalakkudy office		

I have physically inspected the premises and understand the volume of work and I agree to the terms and conditions laid down in the letter.

**Signature of Authorized Signatory :**

**NAME OF THE AGENCY WITH SEAL :**

Form - I

**PERFORMANCE CERTIFICATE**

Certified that M/s.....  
has performed the work of pest control activities in the unit satisfactorily for the period  
from .....to .....

**Authorised signatory**

**Office Seal**

**ANNEXURE – II**

**PROFORMA FOR TECHNICAL BID**

1. Name of the Firm & Owner :  
(With Tel./Mob. Nos.)
  
2. Office Address with :  
Tel./Fax/Mob. Nos.
  
3. Contact Person(s) Name :  
Tel./Fax/Mob. Nos.
  
4. Past experience – Name and :  
Period to whom service provided
  
5. Details of Earnest Money
  
6. Whether Terms & Conditions issued by :  
ERCMPU Ltd. are acceptable to  
the Firm
  
7. Other details, if any :

**(Signature of Owner/Authorized Representative)**