



SILCHAR DIVISIONAL OFFICE, MEHERPUR, SILCHAR, CACHAR, ASSAM, PIN-788015

Ref: SDO/OS/Stores

Date:- 09.01.2025

M/S.....

Dear Sir,

Re: Limited Tender for Pest & Rodent Control at Silchar Divisional Office & EDMS Building

Sealed tenders are hereby invited from empanelled vendors Eastern Zonal Office for pest control and rodent control in the Silchar Divisional Office Building of LIC of India at Meherpur, Silchar-15 and EDMS Building at Itkhola, Silchar-2 (details of space with approximate area for pest & rodent control are available in Annexure-1). Those who are interested in the matter in conformity with our terms and conditions may kindly quote the rate per sq.ft. (excluding GST) in the Annexure-1 hereto and submit the same duly filled in and signed by the authorised signatory with official seal in a sealed cover marked with “ **Tender for Pest & Rodent Control, not to be opened before due date & time of tender opening**” in our Tender Box on or before **27.01.2025** within 3.00 P.M at OS department, LIC of India, Silchar Divisional Office, Meherpur, Silchar, Assam, PIN-788015.

TERMS AND CONDITIONS OF THE TENDER

1. The tender should be sent in such a way so as to reach this office ON OR BEFORE THE DATE & TIME SPECIFIED.
2. Rate per sq. ft. quoted should be excluding GST.
3. Tenders must be given for rate per sq. ft. (excluding GST) separately for pest control and rodent control as required in the Annexure-1 only and should be either TYPE WRITTEN or must be in INK and should Not be with any hedging conditions.
4. The Corporation reserves the right to accept any tender in full or part. This does not necessarily mean that the L1 tender will be accepted.
5. The contractor should provide necessary logistics, hygiene requirements, transport and labour for rendering the service at his own cost.
6. Area mentioned in Annexure-1 is approximate only. The area may change in actual.
7. It is sole responsibility of the successful bidder to comply with all statutory requirements, rules, regulations, insurance law and convention of the Government and Municipal Board and local bodies while carrying out the job.
8. The contract will be valid for one year from the date of awarding the tender. During this period the office may order for carrying out the job for a number of occasions as required by the office at its discretion on satisfactory completion of the service. **Successful bidder has to complete the job for the first occasion within 21 days of awarding the contract.**
9. In case the successful bidder leaves the job midway, the Corporation will be at liberty to complete the job through another vendor totally at the risk and responsibility of the bidder and cost of such work will be borne by the bidder.
9. Any dispute arising out of or relating to this tender shall be deemed to have arisen in SILCHAR TOWN and shall be under adjudication by a Court in SILCHAR TOWN.
11. No advance payment will be made. Payment will be made after completion of the job to the satisfaction of Manager(EDMS) and AO(OS).
12. No alteration of rates or terms and conditions on the part of the bidder will be allowed after awarding the tender.

Yours faithfully

Sd/-

Sr Divisional Manager



SILCHAR DIVISIONAL OFFICE, MEHERPUR, SILCHAR, CACHAR, ASSAM, PIN-788015

To,
The Manager (OS)
LIC of India, Silchar Division
Jeevan Prakash Building
Meherpur, Silchar-788015

Date:-

Sir,
Re: Undertaking

We hereby confirm that we shall do the job of pest and rodent control as per tender specification and shall abide by the terms and conditions mentioned in the tenders.

We are also giving the undertaking that besides imposing penal action the Corporation shall **“BLACKLIST”** our firm with information passed on to its Corporate office & other Zones/Divisions, if we fail to comply with the terms and conditions.

Your's faithfully

(Please put Company stamp below the signature & details)