



**GOVERNMENT OF ASSAM  
DIRECTORATE OF TRAINING  
ASSAM ADMINISTRATIVE STAFF COLLEGE  
AN INSTITUTE CERTIFIED UNDER THE STANDARDS OF ISO 9001:2015  
JAWAHARNAGAR, KHANAPARA; GUWAHATI-22  
PHONE NO.0361- 2363325, FAX NO.0361-2362361**

**SHORT TENDER NOTICE**

No. AASC (L)78/87-88/Pt/22

Dated Guwahati the 12<sup>th</sup> of May, 2020

Sealed tenders in two bid system affixed with non-refundable court fee stamp of **Rs.8.25 (Rupees Eight and twenty-five paisa)** only are invited from firms for providing integrated pest control services to this Directorate. The tenders will be received up to **12 noon on June 5, 2020** and will be opened on the same day i.e. **June 5, 2020 at 3 pm**. The interested tenderers or their authorized representative may be present at the time of the opening of the tenders. The interested firms may collect the tender document from the Administrative Officer, Assam Administrative Staff College during the office hours on payment of Rs. 500.00 (Rupees Five Hundred) only in cash which would be non-refundable.

The tender documents may also be downloaded from the website, [www.aasc.assam.gov.in](http://www.aasc.assam.gov.in). However, the payment of Rs 500.00 only in cash will have to be made in any case.

The Director of Training, Assam Administrative Staff College reserves the right to accept or reject any or all tender papers without assigning any reasons thereof.

**Sd/-  
Director of Training  
Assam Administrative Staff College**

**Terms and conditions:**

1. Copy of valid trade license should be submitted along with the tender.
2. Copies of the PAN and GST registration nos. should be submitted along with the tender.
3. The tender should be accompanied by EMD of Rs. 10,000.00 (Ten Thousand) only which will be refundable.
4. The bidder should submit proof of execution of similar work for the last 2 years in Government Department/PSU/Autonomous establishments
5. The bidder should submit proof of annual turnover of at least INR. 3.00 lakhs only for last two years.
6. Rates should be quoted both in figure and words inclusive of all admissible taxes and should be valid for a period of 1 (one) year from the date of opening of the tender.
7. The contract shall be valid for a period of one year. The Directorate reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions at the discretion of the Directorate for further Two Years (at a time One Year).
8. The Director of Training, Assam Administrative Staff College, Jawaharnagar, Guwahati-22 reserves the right to accept or reject any one or all tenders without assigning any reason thereof.

**Sd/-**

**Director of Training  
Assam Administrative Staff College  
Jawaharnagar, Khanapara, Guwahati-22**

## Scope of Work

- **Rodent Management Services:** This services will be carried out for controlling rat/rodents problem inside as well as outside the premises and safeguarding all files, papers, Boxes, carpets, electrical and Telephone wiring, wooden ceiling, panelling, cardboards, raw materials etc. from rodent damage. This service will be provided in the entire office premises including Hostel, Residence area & surrounding area of AASC's premises inside the building area including office cabins, rooms, toilets, corridors, false ceilings etc. and outside the building premises. Roda-boxes or tunnels along with glue pads placed on each floor including basement area and service operator will keep on changing their location/position during his visit once in a month at AASC, using glue-boards and poison baiting in outside area only. For providing the services, the services operator of the contractor shall visit AASC for controlling the rodent problem **once in a month.**
- **Disinfestations Services:** This service will include controlling of all types of crawling insects/reptile such as **cockroaches, silverfish, bedbugs, red ants, black ants, spiders, snakes, lizards etc.** The services will be provided in the entire office area by gel application or by spray **once a month.**
- **Vector Control Service:** This service will include controlling of mosquitoes, flies and other flying insects. This will be provided by treating the breeding areas such as open drains, dustbins, garbage area, receiving area entry point's front and rear area of the plant under the bushes damp area along the walls etc. This treatment will be carried out by outdoor spray, indoor spray and using larvicide once in a month except for mosquitoes which will be **six times in a month.**
- **Pesticides/Insecticides:** The pesticides/insecticides to be used should be recommended by WHO.
- **Scope of work:** The scope of work will include entire AASC office premises including the entire hostel, main building, library building, residential area & surrounding area of AASC's premises

FINANCIAL BID

| <u>Sl</u> | <u>Description of item</u>   | <u>Rate quoted (INR)</u> | <u>GST (INR)</u> | <u>Total Rate quoted (INR)</u> |
|-----------|--|--------------------------|------------------|--------------------------------|
| 1         | Integrated Pest Control including manpower & materials (all inclusive) |                          |                  |                                |
| In words- |  |                          |                  |                                |

**SignatureoftheAuthorized Signatory**

**NameandDesignation**

**Address**