



बैंक ऑफ महाराष्ट्र
Bank of Maharashtra
ONE FAMILY ONE BANK

Bank of Maharashtra

1501 "LOKMANGAL",

SHIVAJINAGAR

CORPORATE SERVICES DEPARTMENT

CENTRAL OFFICE, PUNE 411005

Invites

Application for

**TECHNICAL & FINANCIAL BIDS FOR PEST CONTROL
TREATMENT**

TECHNICAL & FINANCIAL BIDS FOR PEST CONTROL TREATMENT
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Bank of Maharashtra is in the process of inviting bids for Pest Control Treatment Services.

Reputed contractors having valid registration with CPWD/MES/PSUs/ Nationalised Banks/ Govt. Sector/IDRBT, in appropriate class, can participate in this process.

Contractors / suppliers / professionals/vendors shall submit their bids in prescribed format. The tender document is also available on our website "www.bankofmaharashtra.in". The tender document available on the website is for information only in order to make aware of all the details of the tender for prospective bidders. This can be used for submitting of the tender.

1. Intending contractors/professional/vendors are requested to furnish details about their firm, technical experience, competence and evidence of their financial standing as per enclosed proforma.
2. The Contractors/professional/vendors should have minimum five years of experience in the respective field. The contractors/professionals should have valid licenses issued by Competent Authority.
3. Bank of Maharashtra shall approach the Contractor's/Professional's/vendor's clients, corporations, organizations, etc. to verify their general reputation / competence.
4. Selection of contractors will be based on the ability and competence required for good quality jobs to be performed by them.
5. Bank of Maharashtra reserves the right to accept or reject any tender without assigning any reason.
6. If the space provided in the proforma is insufficient for giving full details, the same may be given on a separate sheet of paper.
7. Information furnished to Bank will be kept as strictly confidential.
8. Decision of Bank of Maharashtra in selection of bid will be final and binding and no further correspondence will be entertained. Contractors who are qualified technically will be informed separately. Non-qualified will not be informed separately.
9. Intending contractors are requested to read carefully before filling the particulars in the proforma.
10. Incomplete tenders will not be considered and be rejected.
11. Information / details furnished by selected Contractors / suppliers / professionals/vendors, if found to be false at any time in future or any

information affecting tenders is willingly / unwillingly withheld, if come to the notice of the Bank at any point of time, the tenders of Contractors / suppliers / professionals/vendors can be cancelled immediately.

12. Where ever copies are required to be furnished, these should be self certified copies.
13. Cost of the tender form is **Rs.200.00** which is not refundable & to be paid by way of Pay Order / Demand Draft favouring Bank of Maharashtra payable at PUNE.
14. Tender form is not transferable.
15. The tender form shall be submitted strictly in the format as mentioned along with the supporting documents.
16. The tender form shall be signed by the person/s on behalf of the organization having necessary Authority/ Power of Attorney to do so. Each page of the application shall be signed as token of acceptance of the contents mentioned therein and copy of Power of Attorney / Memorandum of association (Wherever applicable) shall be furnished along with tender form.
17. Completed tender document shall be submitted up to 3.00 pm on 29.09.2017 to the Assistant General Manager, Bank of Maharashtra, Corporate Services Department, Lokmangal 1501 Shivaji Nagar Pune 411005. The application shall not be accepted by post / courier.
18. It is necessary that Contractors / suppliers / professionals/vendors must have office at Pune or a full-fledged branch office at Pune if its head/registered office is at somewhere else.

(i) The Tenderer should submit the tender in a sealed cover. One Tenderer shall submit only one Tender.

(ii) The tender will be processed under Two-Bid Tender System. Therefore, separate TECHNICAL BID and PRICE BID are to be submitted as per the following procedure:

A). Technical Bid as per **FORM-A** should be furnished in sealed **envelope - 'FORM-A'** and the envelope should be super scribed with "**ENVELOPE - 'A' : TECHNICAL BID**".

B). Price Bid as per **FORM-B** should be furnished in a sealed **ENVELOPE - 'FORM-B'** and the envelope should be super scribed with "**ENVELOPE - 'B' : PRICE BID**".

'FORM-A'**TECHNICAL BID****BIO – DATA OF CONTRACTING AGENCY**

1. Name of the firm :
- 1 a) Address (Head Office) :
- Telephone No. :
- Office :
- Residence :
- Mobile :
- Fax :
- E-Mail :
- 1 b) Address (Head Office) :
- Telephone No. :
- Office :
- Residence :
- Mobile :
- Fax :
- E-Mail :
- 2.a) Whether proprietary/partnership/ Pvt. Ltd. / Public Ltd. (certificate of registration to be enclosed as Annexure-I) :
- b) Name of the Proprietor, Partners, Directors :
- I)
- II)
- c) Year of establishment :
3. Registration with Tax Authorities :
- i) Income-tax (PAN) No. :
- ii) Service tax no. :
- iii) EPF Reg. No. :
- iv) ESI Reg. No. :
- v) TIN / VAT No. :
- vi) WCT Reg. No. :

(copies of certificates of registration with relevant authorities to be enclosed as Annexure-II-A, II-B, II-C, II-D & II-E)

4. Names of the Bankers with address & telephone numbers:

Sr no.	Name of the Bank	Branch	Since when banking	Contact Person & Tel. No.

5. Furnish copies of audited balance-Sheet and Profit & Loss A/C. for the last 3 years as Annexure-IV-A, IV-B & IV-C. : Enclosed / Not enclosed

6. Registration with Govt. / Public Sector / Banks (certificates of Registration to be enclosed as Annexure-V.

Name of the Organization	Year since empanelled

7. Give details if at present involved in litigation in similar type of contracts:

Sr. No.	Name of Project	Name of Employer	Nature of work	Work order dated	Date of completion of work	Value Rs.

8. Details of civil suit, if any, that arose during execution of contract in the past **10** years. :

9. Specify maximum value of single value project executed during the last **three** years. :

10. Name & relation, if any, with the **staff member of Bank of Maharashtra**. Please give his present posting & contact no. :

11. Details of work executed during the last 3 years:

Type of work	Work executed for (name of the Institution / Body)	Nature of work (in brief)	Location	Value Rs.	Duration of work with date of Commence and completion	If work left incomplete or terminated (give reasons)

Note: Copies of work orders along with photocopies of relevant TDS certificate, satisfactory completion certificate obtained from the client shall be enclosed as Annexure VI. Please note without the copies of certificates, your application is liable to be rejected.

Details of work on hand (photo copies of performance certificate, work orders issued by valued clients, preferably Banks, Govt., Semi-Govt. Bodies should be enclosed as Annexure VII).

Type of work	Work executed for (name of the Institution / Body)	Nature of work (in brief)	Location	Value Rs.	Duration of work, stipulated time	Present stage of work

12. LIST OF NAME/S OF PROPRIETOR / PARTNERS & EMPLOYEES

Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Value of work done

13. Turnover in last 5 years:

Sr. No.	Year	Turnover (Rs. in lacs)	Income-tax paid	VAT paid Rs.	Service Tax paid
1					
2					
3					

Copies of income-tax returns / assessment orders for each year to be enclosed as Annexure VIII-A,B,C,D & E

14. List of equipment's / machinery owned:

Sr. No.	Name of equipment	Year of manufacture	Nos. available

FORM B**PRICE BID TO BE SUBMITTED ALONGWITH TECHNICAL BID****PLEASE GIVE YOUR QUOTE FOR QUARTERLY SERVICE**

S NO.	PARTICULARS OF SOCIETY	NO.OF FLATS	TYPE	RATE	AMOUNT
1	Shreeram Residency, Pune	12	2 BHK		
2	Woodland, Pune	15	2 BHK		
3	Shivchaitanya, C H S , Pune	06	2 BHK		
4	Puja Apartments, Pune	02	2 BHK		
5	E.D's Bunglow, Pune	01	3 BHK		
6	Sadhana Bldg., Model Colony, Pune	03	2 BHK		
7	Sushama Apt, Pune	01	1 BHK		
8	Padmarekha, Pune	10	2 BHK		
9	Renuka C H S , Pune	18	1 RK		
10	Bora Residency, Pune	05	2 BHK		
11	DSK Akashganga CHS, Pune	15	2 BHK		
12	Aranyeshwar CHS, Pune	05	2 BHK		
13	Ravi Park CHS, Pune	04	2 BHK		
14	Dwarka Lords, Pimpale Saudagar, Pune	14	3 BHK		
15	Baner	02	2 BHK		
16	Transit House	01	4 BHK		
17	Maha Bank House C & MD's Bunglow Prabhat Rd Lane No.9	01	6 BHK		
18	Flat No.201 at 64, Shreyas August, Bhosale Nagar, Pune For ED's residence.	01	4 BHK		
19	TOTAL	116			

PRE-QUALIFICATION CRITERIA:

Sr. No	Criteria	Weights	Self rating marks
1	Should have executed one similar work of Rs.5.00 lacs each during last 3 years	35	
2	Average turnover for the last three years shall be 30% of the upper ceiling mentioned / estimated cost of the work For works at Rs.1.50 lacs.	20	
3	Should have made profit for at least two years during the last three years.	20	
4	The firm must have full set-up of office in Pune	15	
5	The firm must have qualified personnel	10	
TOTAL		100	

NOTE: Criteria mentioned above is just minimum requirement. The Bank at its discretion may upgrade the criteria. No complaint on this account will be entertained. Contractors/professional/vendors scoring 75 marks & above will only be considered for pre-qualification & they themselves will have to fill in marks for self-rating as stated in the above table.

18. LIST OF ENCLOSURES:

ANNEXURE NO.	PARTICULARS	TICK IF ENCLOSED
I	Certificate of registration of Company / partnership deed.	
IIA, IIB, IIC, IID, IIE	Certificates of registration with Income Tax, Service Tax, , EPF, ESI and VAT / TIN authorities.	
III	Solvency Certificate.	
IVA, IVB, IVC	Audited Balance Sheet & Profit & Loss A/c. Statement for last three years.	
V	Certificates of Registration with Govt. / Public Sector / Banks.	
VI	Copies of work orders along with photocopies of relevant TDS certificate, satisfactory completion certificate mentioning value of work.	
VII	Copies of performance certificate, work orders issued by valued clients, preferably Banks, Govt., Semi-Govt. Bodies.	
VIIIA, VIIIB, VIIIC, VIID, VIIIE	Copies of income-tax returns / assessment orders for previous 05 years.	

Note: In absence of any of the above enclosures, your application is likely to be rejected.

DECLARATION

1. I / We have read the instructions appended to the proforma and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Bank of Maharashtra, on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.
2. I / We agree that the decision of Bank of Maharashtra in selection of contractors will be final and binding to me / us. I will not raise any objection in this regards.
3. All the information furnished by me hereunder is correct to the best of my knowledge and belief.
4. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
5. I / We agree that I / We have not applied in the name of sister concern for the subject empanelment process.

Place :

Date :

SIGNATURE

NAME & DESIGNATION

SEAL OF ORGANISATION.



Bank of Maharashtra Corporate Services Dept. "Lokmangal" 1501 Shivaji Nagar
Pune 411005 Invites sealed tenders for Pest Control Treatment.

All other details including tender form are available on our web site:

www.bankofmaharashtra.in/tenders. Tender forms can be collected from our
office by paying requisite fee or can be downloaded from our web site from
18.09.2017. Bank reserves the right to reject any/all applications without assigning
any reason whatsoever.

Last date of submission of tender form is 29.09.2017 by 3.00 p.m. Tenders
without requisite fees or tenders which are incomplete/unsigned will not be
accepted.

**BANK OF MAHARASHTRA
CORPORATE SERVICES DEPT
HEAD OFFICE, PUNE**

**INVITATION OF TENDER FOR TECHNICAL & FINANCIAL
BIDS FOR PEST CONTROL TREATMENT IN BANK'S
FLATS IN PUNE.**

Bank Of Maharashtra Corporate Services Dept. Head Office, Pune desires for Pest Control Treatment in Bank's Flats In Pune. The contract will be for a period of 1 year from the date of awarding the Contract and in case, the services are found satisfactorily, the arrangement can continue for a further period at the discretion of Bank. Interested Pest Control agencies may download Offer Documents from Bank's Procurement Section of website www.bankofmaha.co.in.

Last date for submission of tenders is 29.09.2017 on or before 03.00 P.M. Hours. Bank reserves its right to extend/modify the last date of submission of tender.

Bank reserves its right to either accept or reject any or all Tenders without assigning any reason.

Pune

Date : - 18.09.2017

**Asstt. Gen. Manager
Corporate Services**

TECHNICAL & FINANCIAL BIDS FOR PEST CONTROL TREATMENT FOR BANK'S FLATS IN PUNE

Bank Of Maharashtra Corporate Services Dept. Head Office, Pune invites applications from reputed pest control agencies for Pest Control Treatment For Bank's Flats In Pune.

The minimum criteria for prequalification will be as under: -

- (i) The pest control agency should have all the required statutory licenses to carry on the business of domestic pest control services which should be the primary activity of the pest control agency.
- (ii) The pest control agency should have sales / service centres / offices in Pune.
- (iii) Applicant pest control agency should be an Income Tax assessee with a PAN number and its Tax returns for the last three years.
- (iv) The pest control agency must have an excellent track record of dealing with reputed Corporate Customers, Commercial Banks, Central and State Govt. Departments; **they must have not incurred losses during the last three years.**

Interested pest control agencies may download Offer Documents from Bank's Procurement Section of website www.bnkofmaha.co.in or obtain Offer Documents free of cost from the Assistant General Manager, Corporate Services Dept., H.O. Pune, from **18.09.2017 to 29.09.2017 and** may submit fully completed tender as under :-

- (i) The Tenderer should submit the tender in a sealed cover. One Tenderer shall submit only one Tender.
- (ii) The tender will be processed under Two-Bid Tender System. Therefore, separate TECHNICAL and PRICE BIDS are to be submitted as per the following procedure:

- (a) Technical Bid as per **FORM-A** should be furnished in sealed **envelope - 'FORM-A'** and the envelope should be super scribed with "**ENVELOPE - 'A'** :

TECHNICAL BID". Details of documents asked for should also be enclosed with the Technical Bid along with Non Refundable Tender Fee of Rs.500/- by Draft/Banker's cheque favouring Bank of Maharashtra payable at Pune (to be kept in envelop for Technical Bid) in separate sealed envelope at the above address. Price and other financial details **must not be included** in the technical bid.

(b) Price Bid as per **FORM-B** should be furnished in a sealed **ENVELOPE - 'FORM-B'** and the envelope should be super scribed with "**ENVELOPE - 'B : PRICE BID'**".

(c) No other format will be accepted.

(d) Both envelopes should be sealed and kept in another **big Envelope** and should be sealed.

All the three envelopes should be super-scribed with above reference number i.e. "**BOM CSD HO PUNE/ EMPANELMENT OF PEST CONTROL-2017**" and sender's name and address with contact details should be invariably written on the envelope.

Price Bids will be opened, amongst the bids found in order and selected as per the Scoring Model marks as per the Scoring Model format, the lowest bidder shall be declared as successful.

The Bank may, at its discretion contact with two or more agencies provided other tenderers will have to accept rates with L1 in case parallel empanelment of more than one service provider is required by the Bank.

The Bank reserves its right to accept / reject any or all the offers without assigning any reason(s).

The pest control agency awarded with the contract shall have to maintain account with Bank of Maharashtra and have to quote their SB account number, PAN No., Service Tax No., GST No. on the bill, while submitting the monthly bill and all the payments shall be made through such account. The bill must be of pest control agency to whom the Contract awarded.

LAST DATE OF SUBMISSION OF TENDER DOCUMENT:

Tenderers must ensure that the tender documents with all the required/stipulated documents are posted by Registered post with acknowledgement due or delivered personally in Bank of Maharashtra Corporate Services Dept.

Head Office, Pune well within time so as to reach the Bank not later than 03.00 P.M. hours on 29.09.2017. Tenders received after the due date and time will be rejected and no correspondence will be entertained in this regard.

Tender should be addressed to:

The Assistant General Manager

BANK OF MAHARASHTRA

CORPORATE SERVICES DEPT

HEAD OFFICE, PUNE. Tenders sent by way of Telegraphic or telex and fax quotations will be summarily rejected.

(I) Tender should be free from corrections/erasures, erasing, over-writing of any information including quoted rates, shall render the tender void. All corrections / erasures should be clear, legible and signed in full by the authorized signatory, failing which the tender shall not be considered.

(II) Tenderers are advised to carefully read and understand the complete scope / value and volume of the contract involved before submitting their bids. No clarifications will be entertained after submitting the bids.

(III) Tenderers are advised in their own interest to study the terms and conditions of the tender carefully and then only submit bids accordingly. Any tender/quotation received against this tender and any contract resulting from this tender shall be governed by the terms and conditions indicated in the tender document and the tenderers quoting against this tender shall be deemed to have read, understood and accepted the same.

Please also note that:

(1) The tenderer should sign all the pages of the tender documents before submission, in token of having read and accepted the terms and conditions.

(2) The tender document shall be issued to the bidder complying with the norms as specified herein above however; it does not mean that they have been awarded the contract.

(3) The agency which is not operating from Pune should furnish a detailed write up about the manner in which contract will be operated on day to day basis failing which such bids will be rejected at the sole discretion of Bank of Maharashtra without any reference to such bidder. In case BOM is not satisfied with the details furnished by the tenderer, such tenders will also be rejected without any reference to the bidder.

(4) The bidder should furnish copies of license, registration of service tax / sales tax / VAT etc. with a copy of audited annual accounts for the last two years and copy of latest return filed for service tax and income tax.

(5) The bidder should submit Chartered Accountant's Certificate along with the Technical Bid and other documents papers as under:-

(Rs. In lacs)	Year 2014-15	Year 2015-16	Year 2016-17
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Particulars

1. Paid up Capital

2. Annual Turnover from Courier Services

3. Net Result

4. Income Tax Paid