



Tender No: NCPUL/07/2024-25

**NATIONAL COUNCIL FOR PROMOTION OF URDU LANGUAGE (NCPUL),
MINISTRY OF EDUCATION, GOVT. OF INDIA.
FC-33/9, INSTITUTIONAL AREA, JASOLA, NEW DELHI-110025.**

Tel. No.: 011-49539000 Fax: 011- 49539099

E-Mail: director@ncpul.in Website: <https://www.urducouncil.nic.in>

1.1 Notice Inviting Tender:

1. National Council for Promotion of Urdu Language (NCPUL), New Delhi invites online bids from Delhi /NCR based agencies under two-stage, two- Bid-System (Part I- Technical Bid and Part II- Financial Bid) for inviting e-tender quotations for Annual Maintenance Contract for Disinfestations, Rodent and Termite Control of NCPUL office buildings at Jasola and Block-8 (RK Puram) and Book Godowns at R.K. Puram, Sewa Bhawan and Bhaskar Compound, Abul Fazal Enclave, New Delhi -110025 from experienced, eligible, reputed, registered firms/companies engaged in the business of providing AMC services for disinfestations, rodent and termite control. The period of contract will be for one year from the date of awarding and can be extended further subject to willingness and satisfactory performance of the agency on the discretion of National Council for promotion of Urdu Language. Manual bids submission shall not (R) be accepted. The terms dis-infestation, rodent control and anti-Termite states as:

- (i) **Dis-infestation:** This service should be carried out for controlling all types of crawling insects such as cockroaches, silverfish, red ants, black ants, spiders, lizards etc. The services will be provided in the entire office area by gel application or by spray according to frequency mentioned in tender. Drainage chambers also to be treated with pesticide and anti-bacterial compound.
- (ii) **Rodent Control:** This service will be carried out for controlling rat problem inside as well as outside the premises and safeguarding the important files, papers, boxes, electrical and telephone wiring, wooden ceiling, panelling, cardboards, raw materials etc. from rodent damage. This service will be provided in the entire premises i.e. the premise inside the building area including office cabins, rooms, toilet corridors, false ceilings etc. and outside the building premises. The treatment will be carried out by mechanical trapping with glass cleaning chemicals/agents and cleaning of partitions, panelling etc. Trap boxes or tunnels along with glue pads placed on each floor including basement area and service provider will keep on changing their location/position during his visit at the premises, using glue-boards and poison baiting in outside area only. The bidder would provide rodent control for control of rats, mice etc. in entire building including basement, cable trenches, electrical rooms, air handling rooms, substation, all the shafts rooms Etc. He shall visit monthly for changing and replacing the glue pads/bait-stickers & used glue pads should be disposed off outside the building.
- (iii) **Termite Control:** Injecting termiticide into affected portions of the woodwork, woodwork in contact with machinery for example - door frames, cabinets, cupboards etc. shall be treated by drilling and injecting termiticide at the points of contact.

The details are summarized in below table.

a)	Name of Work	Annual Maintenance Contract for disinfestations, rodent and termite Control
b)	Tender No.	Tender No: NCPUL/07/2024-25
c)	Tender Cost	Estimated cost of Tender : Rs. 1.0 Lakh
d)	Technical Bid	The detail of submission of Technical Bid is placed at Pages 04-21
e)	Financial Bid	The detail of submission of Financial Bid is placed at Pages 22-23
f)	Availability of Tender Document	Tender documents may be downloaded from NCPUL web site http://www.urducouncil.nic.in or CPPP website https://eprocure.gov.in/eprocure/app
g)	Cost of Tender Document	Rs. 500/- (Rupees five hundred only) which is to be deposited through Demand Draft in favour of Director, NCPUL or online through ECS/NEFT
h)	EMD	Bidder has to deposit interest-free EMD of an amount of Rs. 10000/- (Rupees ten thousand only)
i)	Bid submission	Bids can be submitted only online on or before 5:00p.m. on 06.05.2025 at CPPP website: https://eprocure.gov.in/eprocure/app .
j)	Date of opening of Technical Bid	The Technical Bid shall be opened and downloaded 08.05.2025 at 11:00 a.m.
k)	Date of opening of Financial Bid	The date of opening of Financial Bid will be intimated to the qualified bidders separately.

Note: In case any further detail is required, the same can be collected from the office of the Director, NCPUL, FC-33/9, Institutional Area, Jasola, New Delhi-110025 (Tel. No.: 011-49539000) from 24.03.2025 to 14.04.2025 (except Saturday, Sunday and holidays) between 10.00 a.m. to 05:00 p.m.

1.2. Tender documents may be downloaded from NCPUL website www.urducouncil.nic.in (for reference only) and CPPP site <https://eprocure.gov.in> as per the schedule as given in CRITICAL DATE SHEET as under:-

CRITICAL DATE SHEET

Published Date	15.04.20255 (10:00 a.m)
Bid Document Download / Sale Start Date	15.04.20255 (10:00 a.m)
Bid Submission Start Date	15.04.20255 (10:00 a.m)
Bid Document Download / Sale End Date	06.05.2025 (05:00P.M)
Bid Submission End Date	06.05.2025 (05:00P.M)
Bid Opening Date (Technical)	08.05.2025 (11:00 A.M)
Venue of Bid Opening	NCPUL Head Office, FC-33/9, Institutional Area, Jasola, New Delhi- 110025.