



क्षेत्रीय कार्यालय - जालंधर

REGIONAL OFFICE - JALANDHAR

REF NO: RO/JALA/SECY/PEST/2025-26/224

DATED: 06/11/2025

TENDER NOTICE

NOTICE INVITING TENDER FOR EMPANELMENT OF PEST CONTROL TREATMENT IN THE BRANCHES UNDER RO JALANDHAR

Sealed Tenders are invited by Central Bank of India, Regional Office Jalandhar for empanelment of vendors/firms/suppliers for annual maintenance contract of Pest control treatments in the branches, extension counters, offices/ATM's in Two Bid System(Technical bid & Commercial Bid) meeting the Under-noted eligibility criteria for carrying out the work specified in the tender document In accordance with the Bank's general conditions of contract, special terms & conditions of Contract & Particular terms & conditions of Contract, Standard specifications, extent of work, Special instructions to bidders as appended on subsequent pages & Annexures.

Description of Work	Empanelment of vendors/firms for Annual maintenance contract of Pest control treatments in the branches, extension counters, and offices/ATM's under Jalandhar Region.
Place of work	Branches/Offices/ATM in Punjab State under Jalandhar region
Cost of work	To be quoted as per the Commercial bid format
Earnest Money Deposit	Rs 1000/- (Non-Refundable) by way of Demand Draft/Pay Order favoring Central Bank of India payable at Jalandhar.
Tender Publish Date	06/11/2025
Last date for Submission of Bids	24/11/2025 at 04:00 pm
Date of Opening of Technical Bids	26/11/2025
Contact person name	Mr. Atul Kumar Goe1, Security officer, RO Jalandhar
Contact number	9988538921,
Place of submission of Bids & opening of bids	The Regional Head, Central Bank of India, Regional Office, Jalandhar SCO 30-31, 3rd Floor, Guru Ramdas Divine Tower,Puda Complex, Jalandhar- 144001, Punjab.
Date of Opening Financial B ids	Will be informed to short listed Bidders who qualify in Technical Bid stage.
E-mail id for correspondence	securityjalara@centralbank.bank.in operjalara@centralbank.bank.in

-----SD/- -----

(RAHUL SAXENA)
Regional Head

SCO 30-31, 3rd Floor, Guru Ramdas Divine Tower, Puda Complex, jalandhar- 144001 , Punjab
Toll Free No. 1800221911
Website:- <https://www.centralbankofindia.co.in>



क्षेत्रीय कार्यालय - जालंधर

REGIONAL OFFICE - JALANDHAR

Request for Proposal (RFP)

**Empanelment of Vendors/Firms/Suppliers for Annual Maintenance of
Pest control treatments in the Branches, Extension Counters,
Offices/ATMs**

Of

Central Bank of India

under Regional office Jalandhar

Regional Office, Jalandhar

SCO 30-31, 3rd Floor, Guru Ramdas Divine Tower, Puda Complex, Jalandhar- 144001

Jalandhar (Punjab) – 144001

Mob: 9988538921

NOTE: This document contains 20 pages including this cover page **REQUEST FOR PROPOSAL**



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Empanelment of Vendors/Firms for Annual Maintenance of Pest control treatment in the Branches, Extension Counters, Offices/ATMs of Central Bank of India Jalandhar Region.

Central Bank of India, Regional office Jalandhar invites **sealed tenders** (Technical bids and financial bids) for empanelment of vendors/Firms/Suppliers for supply and maintenance of Pest control treatments in the Branches of Jalandhar Region. On as and when required basis from the **Reputed firms /Authorized vendors having not less than 5 years of Experience in the product offered** and fulfill the following Mandatory conditions/requirements.

Responsibility of AMC for pest control treatment in the branches of Central Bank of India spread over Punjab,

RFP Forms can be downloaded from website and can be submitted along with the Technical as well as Financial bid Offer on payment of Rs 1000/- (Non-Refundable) by way of Demand Draft/Pay Order favoring Central Bank of India payable at Jalandhar.

Date of commencement of issue of RFP	:	06/11/2025
Last date for submission of RFP	:	24/11/2025 Up to 4.00 PM
Opening of Technical bid	:	26/11/2025 at 4.30 PM

Offers from firms not having their own registered offices in Punjab/Chandigarh will not be considered.

In case of any unexpected interruption due to events beyond control of the procurement committee, the process interrupted will be continued on the subsequent working day at the scheduled time.



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SCOPE OF THE WORK

Annual Maintenance contract, Annual Rate Contract of Pest control treatments in Branches, ATM and other offices of Central Bank of India, in Jalandhar Region on, as and when required basis.

Vendors will be empanelled for AMC of Pest control treatment for three years. Financial bids will be opened from the vendors who will qualify for empanelment after the scrutiny of technical bids . The lowest tendering firm shall be considered for the work order. If any of the shortlisted Vendors is unable to fulfill the orders within the stipulated period, then the Bank will have the right to allot those unfulfilled orders to other shortlisted Vendors after giving 15-days notice to the defaulting Vendor. Then the work orders shall be granted to L-2 Vendor, if it agrees to match the L-1 rate.

The rates will be freezed for Three years. However extension of contract beyond three years period from the date of original contract will be done with mutual agreement of both parties. AMC rates fixed at the time of contract will be non negotiable and no revision will be permitted. The selected vendor for the system will have to supply the material, completed installation and after Testing and Commissioning & Training of staff, handover the system to the Bank.

The comprehensive AMC will be for 3 years; however the same will be renewed by our office on satisfactory services of the respective vendor on yearly basis.. However the selected vendor has also to do the maintenance of pest control treatment in the branches under Jalandhar Region.

Note: The Jalandhar Region comprises of Districts in Punjab State - like Jalandhar/Kapurthala/Hosiarpur/Muktsar/Mansa/Bhatinda/Fazilka/Faridkot of geographical area, the branches and ATMs are widely dispersed. The requirement mentioned above pertains to the entire region and not to the particular centre where RO Jalandhar is located.

1. ELIGIBILITY CRITERIA FOR SHORT-LISTING

For Rate contract or shortlist of Vendors the following criteria shall be applied. For this purpose Vendors shall submit proof of documents along with the Tender and Vendors not submitting proof documents and/or not conforming to any of these parameters will not qualify for Rate contract or short listing:

The offer will be in two parts, Technical Bid and Financial Bid. (both the bids will be under close envelope separately under one cover indicating over there as "Technical Bid for Pest control treatment" and "Financial Bid for Pest control treatment"

Note: The tender documents should be submitted in original, duly signed and stamped at each page. FAX/Telegram/Telex or any form of electro communication will not be acceptable.

2. TECHNICAL BID OFFER (TO)

The Technical Bid Offer (TO) should be complete in all respects and contains all information asked for in this document. It should not contain any price information. The Technical Bid Offer should comprise of the following:

1. DD/Pay order in favor of Central Bank of India payable at Jalandhar for Rs.1000/-. (Non refundable) for Pest control treatment.
2. Annexure I to VI duly filled and supported by desired proofs.
3. Documentation (Product Brochures, leaflets, manuals etc., if any)
4. **LATE BIDS:-**Any bid received after the deadline for submission of bid prescribed by the bank will be rejected.

Note: All the Annexure I, II, III, IV, V and VI should be **submitted duly signed with Name and designation of the authorized person with seal of the company.**

SCO 30-31, 3rd Floor, Guru Ramdas Divine Tower, Puda Complex, jalandhar- 144001 , Punjab
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The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person duly authorized by the bidder to sign the contract. Bids signed by representatives who don't have **written power of attorney to participate in the tender** shall be rejected. All pages of the bid including un-amended printed literature shall be initialed by the person or persons signing the Bid.

Attested Photocopies of relevant documents/certificates as proof in support of various information submitted in aforesaid annexure and other claims made by the vendor. (To be filed separately in a separate file.)

3. **GENERAL CRITERIA**

1. Registered Firms/Company should be a reputed Manufacturer/Reputed authorized dealer in the concerned field with not less than five years dealing in the products offered. (Attested copies or original Work orders will be accepted as proof and attested copies of certificate of incorporation to be submitted)
2. **Good Product quality:** - All Products used by the vendor for pest control should be in good quality and odorless chemical to be used in the branches.
3. Pest control treatment should consist of General pest control/ Anti Termite treatment/ Mosquito/ rats/ cockroach/ flies/ lizard etc.
4. The firm applying for Pest control treatments should have AMC for Annual Maintenance of Pest control treatment Systems of at least one Public sector Bank/Public sector Undertaking (other than Central bank of India Jalandhar region) situated in Punjab/Haryana/Chandigarh for at least 3 years .

Vendor should provide reference site details in the annexure and they will qualify only if the bank get positive feedback from one Public sector Bank/Public sector Undertaking situated in Haryana/Chandigarh/Punjab

1. Vendor should give a full demonstration for pest control treatment at Regional office Jalandhar or any other convenient site suitable to the bank at their own cost.
2. After the demonstration if the committee requests to provide another demo in another/same premises to ensure the quality of the product, the vendor should provide it without any additional charges.
3. Firms should have their own employees and should have Infrastructure and network to support.
4. Firms should have Income Tax PAN, TIN No (Attested copies of pan card, TIN No and latest Income tax return to be submitted)
5. Firms should have Registration under Shops & Establishments Act. (Attested copy of certificate to be submitted)
6. Firms should have at least their one office with Landline telephone connection and Email facility within the Punjab/Chandigarh/Haryana in which the branch/office is located and office should be manned during the office hours. Email will be considered as valid means to report compliant and vendor is bound to attend the complaint within 48 hrs.
7. Firms shall not be owned or controlled by any director or officer/employee of the bank or their relatives having the same meaning as assigned under section 6 of the Companies Act 1956. (A certificate denying the ownership of Agency/Firm/Manufacturer/Dealer by any Director or officer/employee of the bank or their relatives having the same meaning as assigned under section 6 of the Companies Act 1956 issued by the CEO or Director of the Firm to be submitted along with the tender).
8. Firms should submit an undertaking (on their letter head) that they have not been black listed by any of the Govt. Authority or PSUs/PSBs duly signed by authorized signatory with company seal.
9. Firms should have registration no. for payment of service tax (Attested copy of proof to be submitted or undertaking stating that their firm doesn't come under the purview of service tax registration by CEO of the company with company seal to be submitted)



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ANNUAL MAINTENANCE OF PEST CONTROL TREATMENTS

An AMC register has to be maintained by the vendor at site apart from maintenance of records General safety precautions for maintenance should be adhered to by the vendor. Four monthly pest control treatment will be carried out by the vendor.

AMC SCHEDULE FOR PEST CONTROL TREATMENT IN THE BRANCHES:

Pest control treatment to be carried out by the vendor on four monthly basis in the branches under RO Jalandhar. Gap of two AMC visit should not be less than 90 days.

The vendor is expected to ensure same maintenance standards as mentioned in maintenance standards During AMC period the technicians should visit the branches four monthly basis during bank working hours after confirmation with Branch Head for Pest control treatment.

AMC Payment will be done consolidated by the Regional Office after satisfactory servicing/refilling of the Pest control treatments. If the firm fails to attend four monthly visit in any branch it will be treated as a lapse in service by the vendor and AMC charge for that period will be withheld till successful service of the Pest control treatment in that branch. If the vendor purposefully avoids branches due to any reason from the four monthly visit then Rs. 1000/- penalty per branch will be imposed on the vendor. Such penalty may be recovered from the amount payable to the vendor or AMC charges to be paid by the Bank. If such case are reported twice during the contract period, Bank may terminate the contract can recover the Penalty money from bank guarantee.

During AMC visit the representative should explain the operation of Pest control treatment to the employees free of cost which is a mandatory obligation.

During AMC visit the representative should submit report of Pest control treatment as given below which clearly reveals the present status/condition of the branch furniture.

On completion of Maintenance in a branch, data in the following format is to be submitted to Regional office. The Payment will be released by the branch only after receipt of the Format at Regional office (To be submitted on the Letter pad of the vendor).

Sequential Serial No of report	Type of Pest control treatment	Date of Completion of Pest control treatment in the branch/office	Last Servicing date. (Mandatory half yearly)	AMC technicians Remarks if any	Branch official remarks

I certify that maintenance task has been completed adhering to instructions.

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Signature of Technician

Certified that Technician has serviced the Pest control treatments

Signature of Branch Head with seal

4. Bids will be rejected if their Technical bid fail to fulfill the minimum technical requirement given in Para 3 & 4.

Vendor should give a full demonstration at Regional office Jalandhar at their own cost. In case of system provided during demonstration is of higher specification than the prescribed specification of the Bank. The higher specification will be finalized in the same rate.

If technical specification given anywhere in this document contradicts the above specification then higher specification whichever is, will prevail.

a) **PERFORMANCE BANK GUARANTEE**

Rs. 20000/- (Rupees Twenty Thousand only) for Pest control treatments to Regional office Jalandhar valid for a period of 3 years from the date of Rate contract, issued by a scheduled commercial bank other than Central Bank of India favoring Central Bank of India, payable at Jalandhar. Purchaser will have the right to make good the loss from any of the bank Guarantee given by bidder if given separately, irrespective of the purpose of the guarantee.

All liabilities arising from this Tender will be made good from the Bank Guarantee.

5. **TERMS OF IMPLEMENTATION**

- The vendor shall complete the installation/work within 7 days from the date of the Purchase order at the branches/offices after receipt of order letter either by Mail/Email; else the terms of Liquidated Damages (LD) will be applicable.
- The vendor shall provide service support as and when required during the warranty period/AMC period and thereafter, if required by the Bank. Any defect during AMC/Warranty period is to be attended within 2 working days from the lodging of Complaint.
- On Installation/Servicing vender/representative will explain the operation of equipment and clear doubts of employees of the bank.

8. **LOCATIONS TO BE COVERED**

The delivery of Security Equipment's is to be done will be communicated along with the Purchase Order. However, the Bank reserves the right to change location as per Bank's requirement, before delivery. The installation of the security equipment's will be done as per requirement of the bank from time to time.



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9. BIDDING PROCESS (TWO STAGE)

For the purpose of the present tender, a two-stage bidding process will be followed. The response to the present tender will be submitted in two stages: - (1) Technical Bid containing the General Terms and Conditions including Compliance to Technical Specifications and (2) Commercial Bid (Will be called later from technically successful vendors). The bidder will have to submit the Technical Bid in sealed envelopes, duly super scribing "Technical Bid for empanelment of Vendors/Firms/Suppliers for supply & Maintenance Of Pest control treatments (whichever is applicable) at address mentioned hereinafter.

TECHNICAL BID will contain the Bidders information in the format as given in this document.

TECHNICAL BID shall NOT contain any pricing or commercial information at all.

In the first stage, only TECHNICAL BID will be opened and evaluated. Bidders satisfying the technical requirements as determined by the Bank who accepts the terms and conditions of this document and on positive feedback from one referral sites PSU/PSB shall be short-listed for product demonstration. If no feedback is received from at least one referral sites or adverse feedback is conveyed by the referral site that bid will be disqualified. Email through the domain of the organization will be treated as valid modes however email through Gmail, yahoo or any such sites will not be entertained.

All the Bidders, who qualify in Technical bids are to give practical demonstration of the system in Regional Office Jalandhar or at a place decided by the Committee. The Systems whose performance is found unsatisfactory/not good will not be considered for empanelment. Qualification/Dis-qualification in Demonstration will be adjudged by the Committee and the decision taken by the committee will be final and will not be re-examined.

Under the second stage, the COMMERCIAL BID of only those bidders, who are qualified in Technical Bids and demonstration, will be called.

The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person duly authorized to bind the bidder to the contract. **The authorization shall be indicated by written power of attorney accompanying the Bid.** All pages of the bid including un-amended printed literature shall be initialed by the person or persons signing the Bid.

The bid shall contain no erasures or over writing except as necessary to correct errors made by the Bidder, in which case such corrections shall be authorized by the person or persons signing the bid. The bidder should quote the price for each item required by Bank.

Bids should be handed over in separate **sealed covers** for each equipment duly superscribed "Commercial Bid for Rate contract of Vendors/Firms/Suppliers for supply & Maintenance of Pest control treatments for branches/offices in Jalandhar Region to:-

**The Regional Head ,
Regional Office, Jalandhar
SCO 30-31, 3rd Floor, Guru ramdas Divine Tower,Puda Complex, Jalandhar- 144001
(Punjab)**

Tenders which are not in sealed covers will not be accepted.

10. EVALUATION CRITERIA

1). Technical Bids (offers):

- (i) The Technical offer (TO) should be complete in all respects and contain all information asked for in this document. It should not contain any price information. Any software(s) supplied free along with the system must be indicated separately and specifically.
- (ii) Any software(s)/component which is left out and which may be required with the system must be indicated separately and specifically along without the cost.
- (iii) The TO must be submitted in an organized, numbered and structured manner (spiral binding will be appreciated). No brochures/leaflets etc. should be submitted in loose form.
- (iv) **Bank reserves the right to reject an offer under any of the following** **circumstances:**

- A) Fees for RFP document not submitted.
- B) Bid security (EMD) is not submitted.
- C) Offer is incomplete and/or not accompanied by all stipulated documents.
- D) Offer is not in conformity with the terms and conditions stipulated in this document.
- E) Specifications stipulated in RFP are not met with. However, deviations resulting in higher/ superior configuration will be accepted.
- F) Commercial Offer format differs from actual Commercial Offer format.
- G) Or violates any terms and conditions in the RFP document.
- H) Or if found that the information provided in the offer is bogus.

2. Commercial Bids:

Commercial bids will be called only from technically qualified short listed bidders after successful demonstration of product. Bank's evaluation of the commercial bids will take into account the status of compliance of terms and conditions.

No submissions for erasures or alteration will be entertained. However, **if a bidder submits two bids the lowest quoted bid accompanied by document fee and EMD will be considered and the EMD of both bids will be released after finalization of Rate contract.**

12. VALIDITY OF RATE CONTRACT

Rate contract for AMC of Pest control treatment will be for the period of three years. The comprehensive AMC will be for 3 years from date of commencement. Comprehensive AMC rates fixed at the time of contract will be non negotiable and no revision will be permitted. However after satisfactorily completion of the contract if both parties are willing to continue the contract in the existing terms and conditions and same rates, Rate contract for AMC of Pest control treatment may be extended to another one year. However extension of contract period will not exceed the maximum of 5 years from the date of original contract. However the bank guarantee will be for a period of 5 years.

13. PRICE FREEZING



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The prices finalized shall remain valid for a period of 36 months from the date of finalization of bids. However, comprehensive AMC rates will be valid for 3 years from the date of commencement of AMC.

14. ORDER CANCELLATION

- If the vendor fails to carry out AMC for pest control treatment in the Branches/offices/ATM,s within 07 Bank's working days or the extended date communicated by the Bank, it will be a breach of contract.
- The Bank reserves its right to cancel the order in the event of delay in carrying out AMC for pest control; treatment within stipulated time line.
- Purchaser will have the right to cancel the Rate contract issuing one month notice without giving any reason for such cancellation.

15. PENALTY FOR LACK OF SERVICE SUPPORT

Bank expects proper service support during warranty and post warranty period. The system should be set right within 48 hours of reporting the complaint. In case the complaint is unresolved for more than 3 working by the vendor, a penalty of Rs. 100.00 per day may be charged, from the 3rd day of complaint to the maximum of Rs. 500.00 per case. Such penalty may be recovered from the amount payable to the vendor or four monthly AMC charges for pest control treatment to be paid by the Bank. If such case reported three times in a year, Bank may terminate the contract and replace the faulty system and make good the proportionate loss from bank guarantee. penalty may be recovered from the amount payable to the vendor or four monthly AMC charges to be paid by the Bank. If such case reported three times in a year, Bank may terminate the contract.

Email will be considered as valid means to report compliant/complaint can also be lodged through telephone, for which vendor to provide dedicated complaint number.

16. TERMINATION FOR DEFAULT

The Bank, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Bidder, may terminate this Contract in whole or in part, if the Bidder fails to perform any obligation(s) under the Contract. In the event of the Bank terminating the Contract in whole or in part, the Bank may procure, upon such terms and in such manner, as it deems appropriate, services similar to those undelivered, and the Bidder shall be liable to the Bank for any excess costs for such similar services.

17. TERMINATION FOR INSOLVENCY

The Bank may at any time terminate the Contract by giving written notice to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Bidder.

18. ANNUAL MAINTENANCE CONTRACT (AMC)

- On-site maintenance charges, for the post warranty period, must be quoted on a four monthly basis / yearly basis, for Pest control treatments in the Commercial Offer. The vendor will have to maintain the offer rate for at least three years at the same rate quoted in Commercial Offer.

No AMC charges will be paid apart from mandatory four monthly visit. Vendor has to attend the complains received from branches/offices apart from scheduled visits without any extra costs.

No charges other than AMC charges will be paid to the vendor.

The vendor is expected to ensure same maintenance standards as mentioned in maintenance standards above.

During AMC period the technicians should visit the branches on four monthly basis for periodic maintenance for pest control treatment during the year with a minimum gap of 90 days between each visit during bank working hours in addition to the emergency fault repair calls.

- b. **Four monthly** AMC Payment will be done by respective Regional Office for periodic maintenance of pest control treatment after submission of visit report signed and stamped by branch & vendor. If the firm fails to attend four monthly visit it will be treated as a lapse in service by the vendor and AMC charge for that quarter will be forfeited. AMC charges of such lapsed quarters cannot be claimed afterwards.
- c. During AMC visit the representative should explain the working of system to the employees and take prior confirmation before doing pest control in the branches.
- d. During AMC visit the representative should give a technical report of Pest control treatment indicating pest control done for General pest/Anti termite treatment/flies/cockroach/rats/mosquitoes etc. which clearly reveals the present status/condition of the wooden furniture and a **copy of quarterly visit report confirming that the furniture/files/papers are free from termite and report should be sent to Regional Security officer with the signature and banks stamp within 15 days of the succeeding month of the quarter.**

19. UNDERTAKING BY VENDOR

The successful bidder must give an undertaking that all chemicals used in pest control treatment are of good quality and reputed firms (preferably odorless chemical to be used) .This must be submitted along with the Invoices else payment will not be released.

20. NO COMMITMENT TO ACCEPT LOWEST OR ANY TENDER

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reasons whatsoever. The bank will have right to opt for any new technology optimum for the banks usage.

21. OPENING OF OFFERS

Technical Bid offers will be opened at Regional office Jalandhar at 4.30 p.m., on 26/11/2025. The Offerers / their representatives may be present at the time of opening of the Technical Bid Offers. No separate intimation will be sent in this regard to the suppliers for deputing their representatives. The Technical Bid Offers will be opened at the time and date stipulated above irrespective of the number of Offerers or their representatives present.

In case of any unexpected interruption due to events beyond control of the procurement committee, the process interrupted will be continued on the subsequent working day at the scheduled time.

22. PRELIMINARY EXAMINATION

The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required information have been provided as underlined in the bid document, whether the documents have been properly signed, and whether bids are generally in order. Bids from agents without proper authorization from the manufacturer shall be treated as non-responsive.

Arithmetical errors will be rectified on the following basis. If there is a discrepancy between unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If the supplier does not accept the correction of the errors, its bid will be rejected. If there is discrepancy between words and figures, the amount in the words will prevail.



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The bid determined as not substantially responsive will be rejected by the purchaser and may not be made responsive by the bidder by correction of the non-conformity.

The purchaser may waive any minor informality or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver does not prejudice to affect the relative ranking of any bidder.

23. **SIGNING OF CONTRACT**

If Central Bank of India decides, then the successful bidder(s) shall be required to enter into a contract with Central Bank of India within 7 days of the award of the tender or within such extended period as may be specified by Central Bank of India, Regional Office, Jalandhar on the basis of the Tender Document, the Tender of the successful bidder, the letter of acceptance and such other terms and conditions as may be determined by the Bank to be necessary for the due performance of the work in accordance with the Bid and the acceptance thereof, with terms and conditions shall be contained in a Memorandum of Understanding to be signed at the time of execution of the Form of Contract. Bank shall have the option of terminating the contract during the contract period by giving a 1 month notice.

24. **PAYMENT TERMS**

No advance amount will be paid to vendor. Payment will be released by the Regional Office after satisfactory completion of work on submission of Bill along with visit reports duly signed by Vendor and branch officials with stamp.

25. **For further clarifications, if any, you may contact the following address:**

The Security Department,
Regional Office, Jalandhar

SCO 30-31, 3rd Floor, Guru ramdas Divine Tower, Puda Complex, Jalandhar- 144001
Ph. 9988538921

Technical Bid

Annexure-I

Regional Office, Jalandhar, SCO 30-31, 3rd Floor, Guru ramdas Divine Tower, Puda Complex,
Jalandhar- 144001, Ph. 9988538921

EMPANELMENT OF FIRMS FOR SUPPLY / MAINTENANCE OF PEST CONTROL TREATMENTS

General information for the Firms who wish to include their name in the Bank's panel for Supply & Maintenance of Pest control treatments:

Firms are requested to read following instructions before filling in the forms.

1. If the space provided in the proforma is insufficient for giving full details, separate sheet of paper may be used.
2. Information furnished to Bank will be kept strictly confidential.
3. Decision of the Central Bank of India regarding selection/rejection for empanelment will be final and binding and no further correspondence will be entertained. Selected firms will be informed by post.
4. If the information and details furnished by empanelled firm is found to be false at any time in future or any information withheld comes to the notice of the Bank on a later date, the empanelment will be cancelled immediately.
5. The proforma or part thereof shall be signed by any one or more persons on behalf of the firm holding the power of attorney to do so.

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6. Cost of the application form is Rs.1000.00 (non-refundable) to be paid by way of Pay Order/Demand Draft favoring "Central Bank of India", payable at Jalandhar. This cost is to be paid while submitting the filled up application forms. Applications received without the requisite fees will not be considered.
7. Where copies are required to be furnished, these should be certified copies

Regional Office, Jalandhar

SCO 30-31, 3rd Floor, Guru ramdas Divine Tower, Puda Complex, Jalandhar- 144001, Jalandhar – 144001, Ph. 99885

FORMAT OF APPLICATION FOR EMPANELMENT OF FIRMS/ VENDORS FOR SUPPLY AND MAINTENANCE OF PEST CONTROL TREATMENTS IN THE BRANCHES/OFFICE UNDER RO JALANDHAR

1.	Name of the Organization	
2.	Address & contact numbers	
2A.	Address & contact numbers of Offices/Dealers in the Punjab/Haryana/ Chandigarh	
3.	Year of establishment, submit proof	
4.	Status of the firm (Whether Pvt. Ltd. company/Public Ltd. company/ Partnership Firm/Proprietorship Firm) submit proof	
5.	Name(s) of Directors/Partners/Proprietor:	

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6.	Whether registered with the Registrar of Companies/Registrar of firms. If so, mention number and date. submit proof	
7.	Name & Address of Bankers	
8.	Whether registered for sales tax purposes. If so, mention number and date. Also furnish copies of sales tax clearance certificate.	
9.	Whether an assessee of Income Tax. If so, mention Permanent Account Number. Furnish copies of Income tax clearance certificate.	
10.	Is the company/firm a manufacturer or dealer/distributor of -Mention the product being considered	
11.	Technical & Office staff available in EACH OFFICE/LOCATION in <i>Punjab/Chandigarh/Haryana</i>	
12.	Warranty Period, if any	
13.	Give details of the after-sales service facility provided by your company / firm and / or the manufacturers.	
14.	What are your fields of activities? Mention the fields on preference in the order of annual turnover.	
15.	Since when and how long your company / firm have been dealing in -mention the product being considered. submit proof	
16.	If you are registered in the panel of other Organizations/statutory bodies, such as Banks, CPWD, PWD, MES etc., in -(give the name of region) for the product being considered, furnish their names, category and date of registration. <i>(Please do not include names of Organization outside Punjab/Chandigarh/Haryana and also do not include organizations, where you might have been empanelled for other security systems, but not for the Product being considered)</i>	



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17.	Have you ever been blacklisted by any PSB bank/PSU	
18.	Furnish the names of renowned organizations in (regions / state), where you have provided pest control services, -mention the product being considered in the last three years	

Any other relevant information:

Note: Where copies are required to be furnished these are to be certified copies preferably by the concerned agencies or a Govt. Officer.

(Affix Company Seal)

Signature:

Name

Designation:

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 Central Bank of India, 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 Central Bank of India in selection of contractors will be final and binding to me / us. All the information furnished by me hereunder is correct to the best of my knowledge and belief.

3. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.

4. I / We agree that I / We have not applied in the name of sister concern for the subject empanelment process.

5. Declaration that the Firm is not blacklisted by any Govt. Authority or PSUs/PSBs duly signed by authorized signatory with company seal is submitted. If at any later stage it comes to the notice of Bank that the firm is blacklisted by any of the Govt. Authority or PSUs/PSBs, the contract with the firm will be terminated and the Bank Guarantee of the same will be invoked.

Place :

SIGNATURE

Date :

NAME & DESIGNATION

SEAL OF ORGANISATION

SCO 30-31, 3rd Floor, Guru Ramdas Divine Tower, Puda Complex, jalandhar- 144001 , Punjab
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PS: Details must be furnished strictly in the above format.

(Technical Bid)

Annexure – II

Letter of Undertaking on Company Letter head

To

The Regional Head
Regional Office, Jalandhar
SCO 30-31, 3rd Floor, Guru Ramdas Divine Tower, Puda Complex, Jalandhar- 144001 ,
Ph. 9988538921

Sir,

Reg.: Our bid for supply & Maintenance of Pest control treatments in the Branches/Extension Counters/Offices/ATMs

We submit our Bid Document herewith.

We understand that

- If our Bid for the above job is accepted, we undertake to enter into and execute at our cost, when called upon by the purchaser to do so, a contract in the prescribed form. Unless and until a formal contract is prepared and executed, this bid together with your written acceptance thereof shall constitute a binding contract between us.
- If our bid is accepted, we are responsible for the due performance of the contract.
- You may accept or entrust the entire work to one vendor or divide the work to other vendor without assigning any reason or giving any explanation whatsoever.
- Vendor means the bidder who is decided and declared so after examination of commercial bids.
- The names of shortlisted bidders after the completion of first stage (Technical Bid), and the same of successful bidder to whom the contract is finally awarded after the completion of second stage (Commercial Bid), shall be intimated through email/post.

Dated at _____ this _____ day of _____ 2025.

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Yours faithfully,
For _____

Signature _____
Name _____

PRE QUALIFICATION

(Technical Bid) **Annexure III**

The minimum qualification criteria for the bidders are as under: -

SL No.	Pre Qualification Criteria	Compliance (Yes/No)	Details of proof Attached if any
		PEST CONTROL TREATMENT	
1	Firms should be reputed in the concerned field with not less than five years dealing in the products offered.		
2	Contact person to enquire/report with Telephone no		
3	The firm applying for Annual Maintenance contract for pest control treatment should have at least 1 Public sector Bank or 1 PSU units situated in Punjab/Chandigarh/Haryana.		
4	The Firm should be on the Rate contract of at least one Public Sector Banks/ Public Sector undertakings in Punjab/Chandigarh/Haryana for the last three years.		
5	Email IDs to report complaints		
6	The Firm should have at least one of its own office and service centre functioning in Punjab/Chandigarh/Haryana for not less than three years as on the date of commencement of issue of RFP.		
7	Whether undertaking submitted (on their letter head) that vender has not been black listed by any of the Govt. Authority or PSUs/PSBs.		

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8	Whether Copy of pan card, TIN, GST No and latest Income tax return to be submitted		
9	Whether Firms submitted Copy of registration certificate under shop and establishment act.		
10	Whether a certificate denying the ownership of Agency/Firm/Manufacturer/ Dealer by any director or officer/employee of the bank or their relatives having the same meaning as assigned under section 6 of the Companies Act 1956 issued by the CEO or Director of the Firm submitted along with the tender.		
11	Address of office with pin code and Land line Telephone no		

Seal of Company

Signature



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(Technical Bid)

Annexure IV

DECLARATION FOR COMPLIANCE

All Terms and Conditions including scope of work and technical specifications

We hereby undertake and agree to abide by all the terms and conditions stipulated by the Bank in this RFP including all addendum, corrigendum etc. (Any deviation may result in disqualification of bids).

Signature:

Seal of company



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(Technical Bid)

Annexure V

Technical Specification Undertaking

We certify that the systems/services offered by us for tender confirms to the specifications stipulated by you with the following deviations

List of deviations with reasons. (Deviations will be accepted only if the offered specification is higher than requirement)

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Signature:

Seal of company

(If left blank it will be construed that there is no deviation from the specifications given above)

(Letter to the bank on the Supplier's letterhead)



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APPENDIX 'B'

FINANCIAL BID FOR SUPPLY/AMC OF PEST CONTROL TREATMENTS

Name of the Firm & Address:-

Sr. No.	Item PEST CONTROL TREATMENT (GENERAL PEST CONTROL/ANTI TERMITE TREATMENT/RATS/FLIES/RATS/MOS QUITOES/FLIES)	YEARLY PEST CONTROL RATES PER BRANCH/OFFICES	FOUR MONTHLY PEST CONTROL RATES	Remarks
1.				
2				
3				

- GST will be extra as per Govt.rule.

Note:- You are requested to give all possible accessories rates, later on if it is informed that this accessory rate is not given, you will be responsible for that and the Pest control treatment has to be repaired on your cost. You can use extra paper for accessories if it is not sufficient

Please Affix Company seal

Authorized Signatory