बिड संख्या/Bid Number: GEM/2026/B/8255843
दिनांक /Dated: 09-11-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	30-11-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	01-12-2026 15:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Commerce And Industry
विभाग का नाम/Department Name	Department Of Commerce
संगठन का नाम/Organisation Name	Spices Board
कार्यालय का नाम/Office Name	Head Office
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :beneeshmon.ap@nic.in Buyer Email id: mohammed.cheriyath@nic.in
वस्तु श्रेणी /Item Category	Pest and Animal Control Service - Maintenance Contract; 1 month; Rodent Management Crawling Insect Management General Pest Management Snake Habitat Management Integrated Flying Insect Management
अनुबंध अवधि /Contract Period	1 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/**Do you want to show documents uploaded by bidders to all bidders participated in bid?**	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / **Minimum number of bids required to disable automatic bid extension**	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / **Number of days for which Bid would be auto-extended**	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / **Number of Auto Extension count**	1
बिड से रिवर्स नीलामी सक्रिय किया/**Bid to RA enabled**	No
बिड का प्रकार/**Type of Bid**	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /**Time allowed for Technical Clarifications during technical evaluation**	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / **Estimated Bid Value in INR (Inclusive of all taxes)**	150000
मूल्यांकन पद्धति/**Evaluation Method**	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / **Financial Document Indicating Price Breakup Required**	Yes
मध्यस्थता खंड/**Arbitration Clause**	No
सुलह खंड/**Mediation Clause**	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
2. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
4. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Pest And Animal Control Service - Maintenance Contract; 1 Month; Rodent

Management Crawling Insect Management General Pest Management Snake Habitat Management Integrated Flying Insect Management (1500)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Service Required	Maintenance Contract
Service Cycle	1 month
Type of treatment	Rodent Management Crawling Insect Management General Pest Management Snake Habitat Management Integrated Flying Insect Management
The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/ State Government/ Public Sector Undertaking/ Regulatory Authority of India at the time of submission of this bid	Yes
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Delivery Address	SPICES BOARD PLOT No. R-11, SIPCOT INDUSTRIAL COMPLEX THIRUVALLUR TAMIL NADU
zipcode	601201

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Area in Sq meter	अतिरिक्त आवश्यकता /Additional Requirement
1	N Ramesh Babu	601201,SPICES BOARD CHENNAI MKG RO, Plot No. R-11, SIPCOT Industrial Complex, Gummidipoondi, Chennai	1500	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. **Generic**

   OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 50 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 50 percent with the consent of the service provider

2. **Buyer Added Bid Specific ATC**

   Buyer uploaded ATC document Click here to view the file.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of

this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

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SPICES BOARD
(Ministry of Commerce and Industry, Govt. of India)
Sugandha Bhavan, N.H. By Pass, Palarivattom P.O, Cochin – 682025, Kerala, India.
Phone: 0484-2333610-615, Website: www.indianspices.com

PEST CONTROL SERVICES FOR REGIONAL OFFICE / QUALITY EVALUATION LABORATORY, CHENNAI.

Bid ref no: QEL-SSD/1/0001/2020-CHENNAI-(MKG)-RO/E-16000

Date of issue: 09-November-2026

ISSUING AUTHORITY:
For the Secretary, Spices Board India,
The Assistant Director (Purchase & Establishment)
Spices Board,Sugandha Bhavan, N.H. By Pass,
Palarivattom P.O, Cochin – 682025, Kerala, India.
Phone: 0484-2333610-615

(Hindi version follows)

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1. Introduction

Spices Board India, Ministry of Commerce & Industry, Government of India, invites online bids from eligible and interested bidders through the Government e-Marketplace (GeM) Portal under a Two-Bid System, comprising Technical Bid and Financial Bid, in accordance with Rule 149 of the General Financial Rules (GFR), 2017, for Pest Control Services for the Regional Office and Quality Evalaution Laboratory of Chennai, Spices Board at Sipcot Industrial Complex, Thiruvallur, Tamil Nadu – 601201.

Bidders who are capable of providing the required Pest Control Services in conformity with the specifications, scope of work, and terms & conditions stipulated in the GeM Bid are invited to participate in the tender process.

The bidders shall submit their bids along with all supporting documents as prescribed in the tender document. It shall be the responsibility of the bidders to ensure that all bid documents are duly completed, signed by the authorized signatory, and uploaded on the GeM Portal within the prescribed date and time specified in the Tender Notice.

2. Scope of the tender:

2.1 Details of Services Required

Sl.No	Particulars	Details	
1.	Type of Treatment	**a.**	Rodent Control Services
		b.	Crawling Insect Management
		c.	General Pest Management
		d.	Snake Habitat Management
		e.	Integrated Flying Insect Management
2.	Office/Location	Regional Office & Quality Evaluation Laboratory , Chennai	
3.	Contract Period	One (1) year under Annual Maintenance Contract (AMC).	
4.	Frequency of Service	For each of the five service type categories included in the scope of work, the service provider will offer monthly pest control services. If more visits are needed to handle insect infestations or complaints, they will be made at no additional expense to the Department. The service provider must provide service reports to the relevant authority and keep track of the services rendered.	
5.	Area to be Covered	1,500 sq.m	

2.2 Special Terms & Conditions

a) Rodent Control Services

1. **Rodent Control Measures and Material Protection :** The Service Provider shall implement rodent control measures inside and outside the premises to protect documents, furniture, wiring, raw materials, and other items using environmentally safe and approved rodenticides in compliance with applicable safety regulations.
2. **Rodent Management Measures and Supervision :** Rodent control shall be carried out through baiting, trapping, rat-stickers, and burrow fumigation as required. Baits and traps shall be placed

twice monthly and monitored regularly, with relocation or installation of bait stations based on rodent activity and infestation levels.

3. **Rodent Control Services and Waste Disposal :** The Service Provider shall conduct rodent control throughout the building, including the basement, covering rats, mice, bandicoots, and other rodents every month. Bait stations and rat-stickers shall be inspected and replaced as required, with used materials safely disposed of in accordance with applicable safety and waste-disposal norms.

b) Crawling Insect Management

1. **Control Measures :**The Service Provider shall carry out regular crawling insect control treatments against cockroaches, ants, silverfish, and other crawling insects in the premises using approved and environmentally safe chemicals.
2. **Monitoring and Reporting:** The Service Provider shall conduct periodic inspections, maintain records of treatments carried out, and submit service reports to the concerned authority. Any pest infestation reported shall be attended to promptly.

c) General Pest Management

1. **Qualified Chemicals and approved personnels :**The Service Provider shall carry out regular crawling insect control treatments against cockroaches, ants, silverfish, and other crawling insects in the premises using approved and environmentally safe chemicals.

d) Snake Habitat Management

1. **Snake Habitat Inspection and Management :**The Service Provider shall conduct periodic inspections of the premises to identify and eliminate potential snake habitats, including dense vegetation, debris, stagnant water areas, and rodent-prone locations, using safe and environmentally appropriate methods.
2. **Preventive Measures and Saftey Compliance :** The Service Provider shall implement preventive measures to minimize snake entry into buildings and surrounding areas by maintaining vegetation, sealing accessible gaps where feasible, and keeping the premises clean. All activities shall comply with applicable safety and environmental regulations.

e) Intergrated Flying Insect Control Measures

1. **Control Measures :** The Service Provider shall implement effective flying insect management measures, including the control of mosquitoes, flies, and other flying insects, using approved insecticides, insect light traps, and other suitable methods, as required.

INSTRUCTION TO BIDDERS

3. General Conditions

3.1. **Bid Validity**: The bid shall remain valid for a period as specified in the tender document from the date of opening of the bid.

3.2. **Right to Accept or Reject Bids:** The Procuring Entity reserves the right to accept or reject any or all bids, wholly or partly, without assigning any reason thereof, in accordance with applicable procurement rules.

3.3. **Conditional Bids:** Conditional or incomplete bids are liable to be rejected.

3.4. **Compliance with Tender Conditions:** Bidders shall comply with all the terms and conditions of the Bid document, General Conditions, Additional Terms & Conditions (ATC) and corrigendum, if any.

3.5. **Clarifications:** The Procuring Entity may seek clarifications from bidders during the evaluation process. Failure to respond within the stipulated time may result in rejection of the bid.

3.6. **Sub-contracting:** Sub-contracting of the awarded contract shall not be permitted unless specifically allowed in the tender document.

3.7. **Taxes and Duties:** All applicable taxes, duties, levies and charges shall be borne by the bidder and shall be quoted as per the format prescribed in the tender document.

3.8. **Payment Terms:** Payment shall be made as per the terms and conditions specified in the tender/contract upon satisfactory completion of supply and acceptance by the Procuring Entity.

3.9. **Delivery & Installation:** The bidder shall be responsible for delivery, unloading, installation and commissioning of the items at the consignee location(s), unless otherwise specified.

3.10. **Penalty / Liquidated Damages:** In case of delay in delivery or failure to perform as per the contract, liquidated damages may be levied as per the tender conditions.

3.11. **Force Majeure:** Neither party shall be liable for failure to perform obligations due to force majeure events such as natural calamities, war, strikes, epidemics, or Government restrictions, subject to timely intimation.

3.12. **Termination of Contract:** The Procuring Entity reserves the right to terminate the contract in whole or in part in case of breach of contract, non-performance or violation of terms and conditions.

3.13. **Arbitration / Jurisdiction:** Any dispute arising out of or in connection with the contract shall be subject to arbitration and/or jurisdiction as specified in the tender document.

3.14. **Blacklisting / Debarment:** Bidders who are blacklisted or debarred by any Government Department/PSU shall not be eligible to participate in the tender.

3.15. **Confidentiality:** Bidders shall maintain confidentiality of all information received in connection with the tender and contract.

3.16. **Amendments to Tender:** The Procuring Entity reserves the right to amend the tender conditions by issuing corrigendum/addendum, which shall be binding on all bidders.

3.17. **Signing of ATC Pages:**The bidders shall upload duly signed and stamped copies of all pages of the ATC as a acceptance of the terms and conditions.

3.18. The bids will be opened online by a Committee of members duly constituted for this purpose at the time and date as specified in Tender document/ as per the terms and conditions of the GeM portal.

3.19. The tender is having “TWO BID SYSTEM” i.e. Technical Bid and Financial Bid. The financial bid shall be opened only for those firms who have qualified in the technical bid.

3.20. The Tender document can be downloaded free of cost from the websites https://www.indianspices.com/tenders.html and https://gem.gov.in.

4. Additional Terms & Conditions

4.1. The Technical Bid shall contain all documents specified in the tender. Non-submission of any mandatory document or submission of incomplete information may result in rejection of the bid.

4.2. Bidders shall submit all supporting documents strictly in the format prescribed in Annexure-I. Failure to submit the required documents in the prescribed format or failure to indicate the corresponding page numbers may render the bid non-responsive.

4.3. The bidder shall furnish documentary evidence demonstrating a minimum of three years' experience in the issuance and management of Pest Control Services. Copy of one work order /contracts in the last three Financial years (2023-2024,2024-2025,2025-2026) for similar Pest Control Services.

4.4. The bidder shall provide dedicated contact details, including telephone numbers and email addresses for customer support, technical assistance and escalation. The genuineness of such contact details may be verified by the Board during evaluation.

4.5. The gazette notifications, orders and guidelines issued by Government shall be applicable in this procurement.

4.6. The Contract shall be valid for a period of One (01) years.

4.7. The quoted rates shall remain firm and fixed throughout the contract period . No escalation in rates shall be considered on any account.

4.8. The Spices Board reserves the right to terminate this contract at any time, without assigning any reason, by issuing written notice to the Service Provider.

5. Eligibility Criteria

5.1. **Legal Status:**

The bidder shall be a legally valid entity (Proprietorship Firm/Partnership Firm/LLP/Company) registered in India and shall possess valid registration certificates as applicable.

5.2. **Office in Tamil Nadu**

The bidder shall have a Registered Office / Branch Office in the State of Tamil Nadu.

5.3. **Statutory Registrations:**

The bidder shall possess valid PAN, GST Registration and all other statutory registrations required for carrying out the business. Documentary evidence shall be submitted.

5.4. **Experience:**

The bidder shall have a minimum of three (03) years' experience in management of Pest Control Services . Documentary evidence such as work orders, purchase orders, completion certificates or client certificates shall be submitted.

5.5. **Past Performance:**
The bidder shall have successfully executed at least one (01) similar work order for the supply of Pest Control Services to Government Departments, PSUs, Autonomous Bodies, Educational Institutions, Statutory Bodies, or reputed organizations during the last three (03) financial years (2023–24, 2024–25, and 2025–26). Copies of the work order(s) must be supported by a completion certificate or other documentary evidence confirming that the services were actually executed and completed.

5.6. **Business Standing:**
The bidder shall be in active business operation and shall not be under liquidation, bankruptcy, insolvency proceedings or receivership.

5.7. **Blacklisting / Debarment:**
The bidder shall not have been blacklisted, banned or debarred by any Central Government Department, State Government Department, PSU, Autonomous Body, Statutory Authority or Government Agency as on the date of submission of the bid. A self-declaration to this effect shall be submitted.

5.8. **No Conflict of Interest:**
The bidder shall not have any conflict of interest with the Procuring Entity which may affect the transparency or fairness of the procurement process.

5.9. **Acceptance of Tender Conditions:**
The bidder shall submit an undertaking on its letterhead confirming acceptance of all terms and conditions of the Bid Document, General Conditions, Additional Terms & Conditions and Corrigendum(s), if any.

BIDDING PROCESS

6. HOW TO SUBMIT THE BID

6.1. Bids shall be submitted in two parts, namely, the *Technical Bid* and the *Financial Bid*, as detailed in Annexure I and Annexure II respectively.

6.2. Opening of bids: Technical bid will be opened first and the bidders shall be either accepted or rejected. Thereafter financial bids of only those bidders shall be opened who have qualified in technical bid. The entire process of procurement or outsourcing of service under this Tender Notice shall be made online through GeM as is mandatory" under General Financial Rules, 2017. All Bidders are required to submit their bids online at *https://gem.gov.in/* latest by the date and time mentioned in "Critical dates" below. No facility will be available to drop bids in tender box or to receive bids sent by hand or post or courier. Even if sent or received by any official of this office, the same shall not be considered.

6.3. Technical bid shall contain the following:

i) The bidder must meet the eligibility criteria specified in Chapter 5 above, and the product offered shall conform to the specifications outlined in the bid document.. Unresponsive bids will be summarily rejected

ii) All documents evidencing eligibility have to be attached with technical bid.

iii) Acceptance of Terms and Conditions with signature at the bottom of each page.

6.4. FINANCIAL BID

The Financial Bid shall be submitted exclusively through the GeM Portal. Detailed price breakup of the price quoted shall be uploaded in the format provided in the bid.

Any inclusion of financial information within the Technical Bid will render the bid liable for immediate rejection.

6.4.1. GST Compliance: Bidding prices include GST as per the GeM system. Proof of GST payment must be submitted.

6.4.2. Selection of L1 Bidder: If more than one bidder is ranked L-1 in the GeM portal or multiple L-1 bidders have quoted the same price, the selection amongst the L-1 bidders will be made through Random Algorithm executed by GeM system/ Run L1 Selection' (Auto run) option.

7. CRITICAL DATES

Bid Start date	:	09-11-2026 at 15:00 Hrs
Bid End date	:	30-11-2026 at 15:00 Hrs
Bid Opening date	:	1-12-2026 at 15:00 Hrs

Annexure I: Checklist and Format for Submission of Supporting Documents

Sl.No	Tender Clause	Description	Page Number (as mentioned in the bidder's submitted documents)
1	ATC 5.1	The bidder must be a legally valid Indian entity (Proprietorship/Partnership/LLP/Company) with valid registration certificates.	
2	ATC 5.2	The bidder must have a Registered Office or Branch Office in Tamil Nadu.	
3	ATC 5.3	The bidder must possess valid PAN, GST registration, and all other required statutory registrations, with documentary proof.	
4	ATC 5.4	The bidder must have at least three (03) years' experience in managing Pest Control Services, supported by work orders, POs, completion or client certificates.	
5	ATC 5.5	The bidder shall have successfully executed at least one (01) similar work order for the supply of Pest Control Services to Government Departments, PSUs, Autonomous Bodies, Educational Institutions, Statutory Bodies, or reputed organizations during the last three (03) financial years (2023–24, 2024–25, and 2025–26). Copies of the work order(s) must be supported by a completion certificate or other documentary evidence confirming that the services were actually executed and completed.	
6	ATC 5.6	The bidder must be actively operating and not under liquidation, bankruptcy, insolvency, or receivership.	
7	ATC 5.7	The bidder must not be blacklisted, banned, or debarred by any Government, PSU, or Statutory Authority as on bid submission date, with a self-declaration.	
8	ATC 5.8	The bidder must have no conflict of interest with the Procuring Entity that could affect transparency or fairness.	
9	ATC 5.9	The bidder must submit a letterhead undertaking accepting all Bid Document terms, General Conditions, Additional Terms & Conditions, and any corrigenda.	

Annexure- II: Acceptance of Bid

I/We……..
(Name and address of the Bidder / firm) have carefully read the terms and conditions of the bid and agree to abide by these in letter and spirit. The decision of the Competent Authority to the Spices Board on any dispute arising out of the offer shall be binding on me / us.

Place :-

Date :- Name & Signature of the Bidder,

Annexure- III :**Self-declaration Certificate**

(Company Letterhead signed and stamped by the authorized signatory)

Date:

I/We hereby declare that:

(i) I/We have not been debarred or blacklisted under any provision of General Financial Rules or any other statute, Rules or regulations by any authority including Spices Board.

(ii) I/We have no conflict of interest with the Procuring Entity.

(iii) If selected, I/We shall confirm my/our preparedness to provide the items with in 15 days of the Work Order.

(iv) I/ We agree with all the terms and conditions as mentioned in the tender notice and as testimony of my/our agreement I/ We put my/our signature below each page I/We hereby certify that the information furnished above is true and correct to the best my/our knowledge. I/We understand that in case any deviation is found in the above statement at any stage, I/We will be blacklisted for this tender and for a further time as stipulated in the law and will not have any dealing with the Spices Board in future.

Yours Faithfully,

(For and on behalf of Name of the bidder)

Signature
Name:
Designation: