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| **P**akistan **T**elecomm: **C**ompany **L**td |

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|  | **Bill of Quantities** |  |
| FUMIGATION/RODENT CONTROL SERVICES AT PTCL HEAD QUARTERS ,G-8/4,ISLAMABAD |  |
| TENDER FORM  |  |
| **Sl #** | **Description** | **Area** | **Nos of persons** | **Total Amount** |  |
|  |
| **1** | Providing worker for Fumgation Services along with tools / equipment/material/ for PTCL Head Quarter buildings (scope of work is attached ) | **Inside /outside area of PTCL H/Qrs**  | **1** |  |  |
| **2** | Providing worker for Rodent Control Services along with tools / equipment/material for PTCL Head Quarter buildings (scope of work is attached ) | **inside /outside area of PTCL H/Qrs**  | **1** |  |  |
| **TOTAL** | **2** |  |  |
|  |   |   |   |   |  |
| **Tender Form #**  |  |  |  |  |
| **ISSUED TO:** |  | **DATED:-----------------------------------** |  |
| **Name and Signature of Authorized Representative:** |  |  |  |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
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|  |   |   |   |   |  |
| **Signature of Tender Committee** |  |
|  |   |   |  |   |  |

# TELECOMMUNICATION COMPANY LIMITED

# PTCL HEAD QUARTERS G-8/4 ,ISLAMABAD

 Total Area of Plot= 683’-0”x282’-0”=1,92606.00 sft

Coverd Area.

1. A Block (old building)= 136’-0”x45’-0”=6120x5=30600.00 sft
2. B Block (old building)= 227’-0”x45’-0”=10215x5=51075.00 sft
3. C Block (New building)= 72’-0”x54’-0”=3888x7=27216.00 sft
4. E Block (New building)= 209’-0”x45’-0”=9405x6=56430.00 sft
5. F Block (New building)= 92’-0”x54’-0”=4968x7=34776.00 sft
6. Reception Area = 44’-0”x21’-0”=924.00 sft
7. Audotorium Area = 50’-0”x50’-0”=2500.00 sft
8. Mosque Area = 72’-0”x50’-0”=3600.00 sft
9. Mosque Roof Area = 72’-0”x50’-0”=3600.00 sft
10. A.C Plant( new building)= 63’-0”x17’-0”=1071.00 sft

TOTAL COVERD AREA = 2,11,792.00 SFT

Open Area.(Foot Paths/Parking)

 Front Side

Gates = 25’-0”x45”-0’=1125x3=3375.00 sft

Old building B block =300’-0”x26’-0”=7800.00 sft

New building =300’-0”x26’-0”= 7800.00 sft

Foot Path out side boundary wall=10’-0”x270’-0”=2700.00 sft

Foot Path out side boundary wall=10’-0”x190’-0”=1900.00 sft

 Porch =50’-0”x50’-0”=2500.00 sft

 A Block Right side area =180’-0”x50’-0”=9000 .00sft

 Area Between Old and New Building=19’-0”x50’-0”=950.00 sft

 =75’-0”x6’-0”= 450.00sft

Back side area

A Block back side area =42’-0”x100’-0”=4200.00 sft

B Block back side area =60’-0”x245’-0”=14700 .00 sft

C Block back side area =80’-0”x100’-0”=8000.00 sft

E Block back side area =100’-0”x138’-0”=13800 .00 sft

F Block back side area =47’-0”x180’-0”=8460 .00sft

TOTAL OPEN AREA = 85,635.00 SFT

PAKISTAN TELECOMMUNICATION COPMANY LIMITED

# HEADQUARTERS G-8/4 ISLAMABAD

**Normal Services Schedule**

The Vendor shall perform the Services in the building on daily basis and place a Technical Staff here to manage and monitor the Mechanical Equipments and Rodenticides/Fumigation and spray.

**SCOPE OF WORK FOR THE RODENTS CONTROL/FUMIGATION SERVICES AT PTCL H/Qrs, ISLAMABAD:**

1. Rodents Control services/Fumigation Services are to be done in the entire area of PTCL H/Qrs.
2. The complete area of the PTCL H/Qrs G-8/4, Islamabad including Offices, corridors, galleries, all toilets, back areas, passages, basement, garbage area, lawns, sealing etc.
3. Use **Physicals and Chemicals Control Methods** to control the Rodents population. In physical control method glue traps, bait stations, Rat cages, Krockies & Electronic devices should be installed. In chemical control method the chemical (brodifacoum) should be used for rodents control.
4. Use internationally approved Chemical/ Mechanical Materials and Rodenticides for Rodents/Fumigation
5. Manage these equipments on daily basis (Technical Person will manage of all these equipments).
6. The specification of Rodenticides shall have to be appropriate bait based/Gel based or any suitable harm free formulation to be exclusively used in as per our requirement and Rodent control treatment so that Rodents Population can be controlled.
7. The Rodenticides/Chemical to be used should be harm free especially for Human beings.
8. Vendor shall have to entirely responsible to maintain separate records, duly signed by the concerned HOD/In-charge on monthly basis, clearly indicating minimum frequency of operation twice in a month.
9. Non-Rodenticides technologies such as trapping and monitoring devices for rodents control can also be used.
10. Rate to be quoted considering for Yearly Contract basis.
11. The dead rat should be disposed of outside the building & the place should washed with disinfectant solution and air freshener should be used for bad smell.
12. The vendor is responsible to check the rat existence in false ceiling, A/C ducts, Sewerage lines & main holes of the building.
13. “The Vendor” will depute his staff in such a manner that any time during the office hours, all the works should effectively be completed, without any complaint and delay.
14. Rodent Treatment/Fumigation of all common areas under the use or vacant. Rodent Control/Fumigation of all rooms, hall, lobbies, terraces, courtyards, parking areas, footpaths, roofs etc.
15. All equipments tools and other items to carry out the services will arranged and provided by vendor at his own cost. The Material to be used should be best quality.(List of equipments /machinery to be provided).
16. The Vendor to take precautionary measures in performing the services so as not to disturb Company’s employee during working hour.
17. A penalty of Rs.2000/day will be imposed if the contractor will not do the work according to scope of work.
18. The vendor will provide fogging services for outside area in a week as per requirement.
19. The vendor will also provide the weekly plan to control rodents/mosquitos and cockroaches in block wise.

**ELIGIBILITY CRITERIA**

* Agency who have working experience of minimum three years in the different locations in the country.
* Must have Technical Staff.
* Professional tax registration.
* NTN registration.
* Must have at least an **Entomologist** on their strength**.**
* Copy of Sales Tax registration certificate.
* Copy of Registration / Incorporation of the firm/company.
* Attach the copy of clients list of different cities of the country.

**RESPONSIBILITIES OF “THE VENDOR”**

* Execution of the said work, as assigned in the agreement.
* Issuance of proper identity cards to the staff.
* All payments to the staff shall be according to the labor laws. It is the responsibility of “The Vendor”. “The Company “shall have no business with such workers (hired or recruited) and their salaries, wages, overtime, leave, medical, accidental death etc.
* “The Vendor” shall make available the services of 01 worker from 7.00 am to 3.00 pm and 01 worker from 11.00 am to 7.00 or whenever required. (As per mutual arrangements)
* All workers should be in UNIFORM. A fine of Rs.500/person will be charged without wearing uniform per day.
* The Vendor would provide and maintain daily consumable items chemical/medicine/spray machines /cadges /Glue Traps etc. In the store of the Vendor and will utilize these items according to the requirement.
* The Vendor should be made quote firm monthly charges inclusive of labour, material and taxes etc.
* A Performance Bond equal to 10 % of monthly charges will be submitted at the time of contract by prospective bidder.
* The Vendor will employee well-mannered staff and Entomologist for weekly visit.
* The Vendor will be bound to purchase the conservancy/cleaning/consumable Items at least Chemicals 30 liters for Fumigation Services and 5 kg medicines for Rodent Control Services.
* The daily completion report / Check list will be prepared duly signed/stamped by both parties.

PAKISTAN TELECOMMUNICATION COPMANY LIMITED

# HEADQUARTERS G-8/4 ISLAMABAD

SUBJECT: - **TERMS AND CONDITIONS FOR FUMIGATION AND RODENT CONTROL SERVICES AT PTCL HEAD QUARTERS ,G-8/4, ISLAMABAD.**

 The following terms and conditions are strictly required to be complied with by the Building Contractor(s) for participation in competition/execution of works specified in the Tender, floated by the S. Manager (Maintenance) PTCL H/Q Islamabad.

All contractors will enclose C.D.R in shape of bank draft/pay order @ 2% of the tender cost. The call deposits will be released to un-successful bidders after the checking / scrutiny.

1. **Submission method of bids and deadline**
2. Bidders shall make two separate submissions in two sealed envelops. One sealed envelope will contain the Technical Offer (un-priced bid) along with specifications and all other technical details ensuring that the envelope must be marked as *“Technical Offer”*.
3. A second sealed envelope will contain the commercial offer (priced bid) with the cost breakdown as per PTCL price schedule / BOQ, ensuring that this envelope must be marked as *“Commercial Offer”.*
4. Both above sealed envelops must bear PTCL Tender / RFQ reference number ONLY without any other details or name of bidder or any other reference etc.
5. Both these bids must be deposited in the office of S.M (Maintenance) , Sector G-8/4 Islamabad on or before the closing date and time as advised by PTCL in Invitation to Tender letter.
6. Any bid received by PTCL after the deadline for submission of bids prescribed by PTCL will be rejected and /or returned un-opened to the bidder.
7. All material and equipment shall be arranged by the contractor for the execution and faithful completion of the work.
8. The firm / contractor are prohibited to publishing things in the press relating to the contract.
9. PTCL shall not make any payment(s) to the contractor without acceptance of the completion reports supplied by the contractor, to the Fumigation and Rodent Control Services work(s) has been completed to the entire satisfaction of the PTCL and the same is inspected and duly verified by the End user and Rates Validity for one year.
10. The type of work(s) for which rates are tendered shall be mentioned on top of the Tender document by the contractor in clear handwriting or typed in block letters, otherwise the same will be considered invalid by PTCL.
11. The Tender Committee reserves absolute and final right to accept or reject any tender or all Tenders without assigning any reason in respect thereof.
12. The contractor will be bound to comply with the work order delivered after approval of Tender. A penalty of 0.5% of the contract value per day will be imposed if the contractor fails to take work in hand within 7 days after issuance of receipt of work order. The same penalty is also applicable for delayed performance of work beyond the specified period.
13. The contractor will not claim any compensation or damage during execution of work for any reason whatsoever.
14. The contractor shall under no circumstances sublet or assign the work or the contract without the prior written approval of PTCL; otherwise its security shall stand forfeited by PTCL.
15. The contractor shall strictly comply with all the terms and conditions contained herein or in the Tender document. In case of dispute between contractor and any supervisory officer(s) of this Division, the decision of the G.Manager (Maintenance) PTCL H/Q will be final. In the event that the contractor violates/commits breach of any terms and conditions of this contract the General Manager (Maintenance) PTCL H/Q PTCL Islamabad credit to the PTCL accounts, this decision will stand unchallenged in any court of law.
16. Contractor shall sign each page and shall submit his acceptance of the above terms and conditions on Judicial Stamp Paper Rs. 200 duly attested by the Notary Public/Oath Commissioner at the time of execution of work.
17. In case of any query / inquiry, feel free to contact Engineer (W.H.C) on telephone No. 051-2282463 or to S. Manager (Maintenance) on phone number 051-2282633
18. Contractor shall be liable to comply with all applicable labour laws.
19. Last Date for submission for these tender is 5th September-2016.

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|  | **SENIOR MANAGER (MAINTENANCE)****ROOM NO 429 / 431 (OLD BLDG)** **PTCL HEADQUARTER G-8/4 ISLAMABAD****Ph # 051-2282633** |

Name of Contractor

Signature

Stamp

Date