



16.07.2026

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, चेन्नई

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, CHENNAI

A Statutory Institute governed by the NIFT Act, 2006, (Ministry of Textiles, Govt. of India)

An ISO 9001: 2015 certified Institution, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

Email: purchase.chennai@nift.ac.in and admin.chennai@nift.ac.in

Tender Document for providing
ANNUAL MAINTENANCE/ SERVICE CONTRACT FOR PEST CONTROL SERVICES
AT NIFT CHENNAI (MAIN CAMPUS & GIRLS HOSTEL CAMPUS)

Rs. 295/-
(in Cash /
DD / PO)

TENDER DOCUMENT - SINGLE BID SYSTEM

GUIDELINES FOR SUBMISSION OF BID DOCUMENTS:

- Please read the Terms & Conditions carefully before uploading the Bid documents
- All the pages of BID Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions.

1. Original : The Bid document with complete details and necessary attachments and financial bid should be submitted in a sealed cover Addressed to
The Director,
National Institute of Fashion Technology,
Rajiv Gandhi Salai, Taramani, Chennai – 600113
2. Duplicate : To be retained by the Service Provider for reference.

Tender Issue : **16.07.2026**

Last date & Time for Submission of Sealed Service Provider : **03.08.2026-2.00 PM**

Tender Opening Date & Time : **03.08.2026-4.00 PM**

EMD to be deposited along with Tender (in separate cover) : **Rs.10,000/-**

Tender document is available at our website, it should be downloaded at free of cost (www.nift.ac.in/chennai/tenders)

1.INTRODUCTION OF NIFT:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion, Management and Technology. NIFT provides fashion business education across the country through its network of 20 centres.

It provides four years Under Graduate (UG) program in Design and Technology, two years Post Graduate (PG) program in Design, Fashion Management & Fashion Technology and a short duration education program to address the specialized needs of professionals and students in the field of Fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Panchkula, Raebareli, Shillong. Srinagar, Nava Raipur and Varanasi.

NIFT, Chennai was established in the year 1995 and situated at NIFT, Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

2. SCOPE OF WORK:

Providing Pest Control Service at **NIFT, Chennai Main Campus** and **NIFT Girls Hostel Campus** with all necessary tools, machineries and pesticides along with required man power. The frequencies of all the following services are as mentioned below:

Sl.No.	Description	Frequency of work
1	Rodent Control works	weekly once and monthly four times
2	Fogging/Misting for mosquitoes control/Flies control	weekly once and monthly four times
3	Spraying for mosquitoes/Flies control	weekly once and monthly four times

Main Campus: -

NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
NIFT Campus, Rajiv Gandhi Salai, Taramani,
Chennai – 600 113.

NIFT Girls Hostel Campus: -

NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
Girls Hostel Campus, MGR Film City Road,
Near Ramanujan IT Park, Kanagam, Taramani,
Chennai – 600 113.

3. TERMS & CONDITIONS:

1. The whole premises at the said location to be covered and excess beyond the routine schedule to be rendered if so needed/as and when required as per approved rates.
 2. Pesticides should be CIB approved and WHO recommended.
 3. Works have to be carried out Sunday / holidays if required and as per NIFT requirements, without any additional cost.
 4. Works have to be carried out by experienced person in the same nature of work.
 5. The contractor has to carry out the work by following relevant laws and regulations and prevalent in the State of Tamil Nadu and Govt of India rules from time to time.
 6. Work has to be carried out by using proper dosage of Government approved chemicals without affecting the human-beings and surroundings (number of sequence/cycle to control may repeat/increase without any additional cost).
 7. The contractor should provide all the safety equipments to their employee for carry out the work.
 8. In case of any accident (or) due to negligence (or) unsafe work that require immediate medical attention, the contractor is wholly responsible
 9. Safety measures should be strictly followed during execution of work.
 10. Force Majeure clause is applicable as per Government guidelines.
 11. Breach of contract terms and conditions or earlier period termination of contract, Security Deposit will be forfeited.
 12. The contractor shall be required to maintain a register in the campus for carryout the work which shall be opened for inspection and checking by the authorized NIFT Officials.
 13. EMD / Security Deposit will be forfeited and tenderer will be disqualified from participating in any future tender of the NIFT, if tenderer violates any of the conditions prescribed in the Tender Document (or) if the successful tenderer fails to enter into an agreement in non-judicial stamp paper (or) in the event of refusal to carry out work on any grounds.
 14. If any complaint/call received from NIFT Chennai Official regarding Pest Control; Services, the Contractor should respond within 4 hours
 15. **The contractor will be required to do the following services based on the requirement of NIFT Chennai. Payment for these services will be paid separately, if availed.**
 - **Termite Control and Bed Bug Control (one-time service per year)**
 - **Bed Bug Control (one-time service per year)**
 - **Honey Bee control service – As & when required**
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16. The selected Tenderer should maintain record of each service carried at NIFT and the same is to be submitted along with the Monthly invoice for processing the payment.

17. GEOGRAPHICAL PRESENCE OF THE CONTRACTOR SHOULD ONLY BE IN CHENNAI (TAMILNADU) ONLY and the Tenderer must enclose the Company Registration Certificate. It is mandatory that the tenderer should have an operating office in Chennai.

4. GENERAL TENDER TERMS & CONDITIONS:

1. Please read the Terms & Conditions carefully before filling up the document.
 2. Incomplete tender documents will be summarily rejected.
 3. The Contract shall be awarded initially for one year and may be extended / renewed for further periods subject to satisfactory service. Renewal is maximum two years on yearly basis. Totally three years including first year. The contract once awarded can be terminated by either party after giving two months' notice to the other party.
 4. The agency/tenderer should have **at least three years** of relevant experience in executing/rendering such services.
 5. The contract for Pest Control Service shall be commercial contract between NIFT & the successful tenderer. There shall be no employer-employee relationship between
 6. NIFT and the Tenderer or the staff / personnel deputed by the said contractor.
 7. All tenderer is required to submit **Earnest Money Deposit (EMD)** of **Rs.10,000/-** (Rupees Ten Thousand only) (refundable) in the form of Demand Draft (should be drawn after the date of notification of this NIT) in favour of NIFT Chennai payable at Chennai. No interest shall be paid on the EMD and will be returned after finalization of the tender; however, the EMD of the successful Tenderer will remain with NIFT and will be forfeited in the following events:
 - a. (a). If information declared/document submitted found false/fake/forged
 - b. (b). If the successful Tenderer does not accept the W.O., or, unable to provide services.
 - c. (c). If the Tenderer withdraws his bid/quote
 8. The successful Tenderer needs to deposit 10% (Ten Percent) of the total Contract Value as Security Deposit or **minimum Rs.25,000/-** whichever is higher through Demand Draft favoring NIFT Chennai or by Bank Guarantee which will be refunded, without any interest after 3 months of completion of the contract with deduction(s), if any and as applicable.
 9. The minimum annual turnover for past three years should not be less than Rs.3.0 Lakhs per year which should be substantiated by Audit report.
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10. No overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instructions laid down herein; otherwise, the tender is liable to be rejected.
 11. The quote/rates should be valid at least 3 months from the date of opening of the tender; however, in case of the successful tenderer the quote/rate shall be valid for the entire period of contract and during extended period. Prevailing statutory rates (S. Tax, GST etc.) as revised by the Govt. from time to time will be considered.
 12. Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract.
 13. The contractors should adhere to the statutory regulations viz., Minimum Wages Act, Shop and Commercial Establishment Act, ESI Scheme and any other regulation covering Labour contract.
 14. The payment shall be released on monthly basis after satisfactory completion of the job on submission of bills in duplicate by the contractor. The bills should be accompanied by same certificate as NIFT may prescribe from time to time. Income Tax (TDS) as applicable at current prevailing rate will be deducted at source. Payment will be made within 20 days of the submission of any bill. However, in the event that there is any query, objection or dispute with regard to bill or a part thereof, the contractor shall not be entitled to any interest to be paid for late payment till such time that the query, objection or dispute is resolved. The contractor will be entitled for payment of amount as agreed by NIFT per month after deducting TDS as per the existing rates. The payment shall be made by NIFT every month for the related amount on presentation of bill for such payment by the contractor in the first week of each succeeding month.
 15. In the event of non-satisfactory service or any default, payment may be deducted as penalty as deemed fit which will be decided by the NIFT authority and decision of NIFT in this regard shall be final & binding on the agency/service provider.
 16. Even after qualifying in the technical bid, the financial bid may be rejected if found not in order. Merely qualifying in the technical bid does not ensure acceptance of the financial bid.
 17. The pesticides to be used by the contractor should not be harmful for the human beings and Material Safety Data Sheet (MSDS) report of all chemicals should be submitted.
 18. Pesticides should be CIB approved and WHO recommended.
 19. **In case of L-1 is more than one, the selection criteria [viz. the past performance, turnover, etc.] would be at the discretion of NIFT. The decision of NIFT, in this regard and for selection of successful Tenderer in such a situation, will be final in all respect and will be binding on all the tenderers.**
 20. The Tenderer shall abide by the Rules and Regulations of NIFT, as may be enforced from time to time. The successful agency will have to work in close co-operation with others at the site.
 21. NIFT shall in no way be responsible for default with regard to statutory
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obligation, if any, related to the manpower deputed by the successful agency/firm to render the said service. It will be the sole responsibility of the successful Tenderer. Deputing Child Labour to render the said service is strictly prohibited.

22. The personnel to be deputed to render the said service must bear good moral character with decent personality, well-disciplined and sincere. If, any time, any of the personnel are found to be guilty of misconduct in any manner, the tenderer shall replace that person forthwith.
 23. As per the NIFT policy, payments and receipts to Government and Semi Government Agencies would be rounded off to the nearer higher rupee and in other cases the rounding off will be to nearest i.e., paisa 50 or above will be rounded off to the near higher rupee and paisa less than 50 will be ignored.
 24. The successful tenderer shall be solely responsible for injuries and accidents, if any due to executing the said Service to persons deputed by him at NIFT Chennai.
 25. In the event of injury, illness or mishap to any personnel/manpower deputed by the successful Tenderer to render the said service, NIFT, Chennai will not be liable to pay any compensation.
 26. The Tenderer will indemnify NIFT in case of any damage or liability, which may arise on account of action of any reason by the successful tenderer.
 27. The Tenderer shall not engage any Sub-A Control Service or Sub –Contractor whatsoever for rendering Pest Control Service at NIFT Chennai.
 - 28. It is mandatory that the tenderer should have an operating office in Chennai.**
 29. NIFT will not provide any mode of transport in respect of manpower or any items/materials required for the service.
 30. NIFT reserves the right to terminate the contract at any point of time at its sole discretion due to non-satisfactory service or violation of Terms & Conditions or due to any applicable reason and NIFT's decision in this regard shall be final and binding.
 31. The Tenderer shall quote the rates in figures as well as in words. If there is any mismatch, either the lower amount will be considered or the quotation may not be accepted as may be decided by NIFT authority and decision of NIFT in this regard shall be final & binding.
 32. The rate offered must be filled in the Performa of the tender form. Any correction should be initialed by the tenderer in the price bid attached with this document.
 33. It is strongly recommended that the tenderer should inspect the site any time during working hours on any working day with prior appointment on email **purchase.chennai@nift.ac.in** before submission of the bid; no extra shall be payable for lack of knowledge of the site conditions and constraints, if any.
 34. Care must be taken so that no furniture, fixture, fittings are damaged while carrying out the work by the contractor. Any damage done, the same will have to be repaired / replaced by the contractor and on termination of the contract, the contractor will hand over all the supplied equipment/articles if any in good condition back to NIFT.
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35. NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding on all the tenderers. No further correspondence in this regard will be entertained.
36. The tenderer should not be black listed by any department of the Central or State Government or PSU or any other organization. The service provider must give an undertaking in this regard.
37. All disputes are subject to Chennai Jurisdiction only.

5. PENALTY

While all contractual obligations will be strictly enforced, deduction will be made for poor service like.

Person sent by the agency for servicing not bringing the required chemicals or required Quantity.

The service personnel refusing to do duty assigned in respect of Disinfections/Insect Control/Rodent control/mosquito's control/flies control services and fumigation services.

Service personnel not turning up for service on the appointed time.

Deduction will be made for poor service like not carrying out monthly services, deficiency in the quality of chemicals used, and misbehavior of the staff deployed for supply and services.

The penalty will be levied on the basis of work assessment by NIFT. The decision of NIFT will be final and binding in this regard. The penalty will be 2%-5% of total work order value subject to maximum penalty of 10% of the total work order value.

6. EVALUATION CRITERIA FOR SCRUTINY OF TECHNICAL BID

Annexure – I

TECHNICAL BID

Name of the Tenderer : _____

Name of the Proprietor/Partner(s): _____

Date of Establishment: _____

Address (Office): _____

Tel. No. : _____

Mobile No. : _____

Email ID. : _____

Status of the Company : _____

(Pls. Tick mark as applicable): Proprietor/Partnership/Company

Required Documents	Attached / Not attached	Page No.
EMD – Rs.10,000/- by DEMAND DRAFT (in favor of NIFT CHENNAI, payable at CHENNAI)		
Current Trade License		
Pesticide License		
Copy of Shop and Establishment certificate		
Copy of Company Registration Certificate		
Copy of Goods & Service Tax registration / GST Certificate		
Copy of License under Contract Labour Act		
Copy of PAN Card		
Valid MSE Certificate (If applicable)		

Annual turnover is Rs.3.00 lakhs per year during the last 3 (three) years i.e., financial year 2023-24 & 2024-25, 2025-26		
Signed all the pages of tender documents and enclosed		
List of Clients with contact person, Contact Number with email ID - to where service provided in last 3 years (NIFT committee will visit and check the performance)		
Details of relevant work experience		
Whether agreed to abide by all the terms & conditions of this tender		
Any other documents		
* MSE certificate for claiming Relaxation for prior experience and turnover criteria should be attached as per GFR Rule 170 and the Public Procurement Policy for MSEs (2012, amended 2018)		

(All above enclosures should be valid and self-

attested)

Note: The Tenderer is informed to attach the documents in the same order of page numbers filled, for easy evaluation of Technical bid.

Date:

Place:

Seal and signature of the tenderer with date

7. DECLARATION BY THE TENDERER

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I/We hereby undertake that the information provided with this tender are true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us

I/We having our office at

declare that I/We have never been blacklisted by any state government/central government or any state/central PSU and not having any vigilance case/CBI case/Court Case pending against the firm.

Note: -The tenderer should not be black listed by any department of the Central or State Government or PSU or any other organization. The service provider must give an undertaking in this regard

(Signature of Tenderer with seal)

Name:

Address:

Phone No. (O):

Date:

Seal and signature of the tenderer with date

NATIONAL INSTITUTE OF FASHIONTECHNOLOGY
(A Statutory Institution under the NIFT ACT 2006 and set up Ministry of Textiles,
Govt. of India) Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

8. FINANCIAL BID

1. Name & Address of the Tenderer with contact nos.:

2.

Sl.No.	Description	Frequency of work	Rate per Month Rs
1	Rodent Control works	weekly once and monthly four times	
2	Fogging/Misting for mosquitoes control/ Flies control	weekly once and monthly four times	
3	Spraying for mosquitoes/ Flies control	weekly once and monthly four times	
A	TOTAL (of 1, 2, & 3)	...	
B	GST @..... %	...	
C	TOTAL (C=A+B) FOR ONE MONTH	...	
D	GRANT TOTAL FOR 12 MONTHS (ONE YEAR) (D = C*12)	...	

Terms and Conditions:

1. Bid will be awarded to the L1 Tenderer quotes lowest price.
2. Above rates are including all the quoted Service, GST, Materials, Transportation and all other charges if any.
3. No other additional payment will be made.
4. No advance payment will be made.
5. Payment will be made after satisfactory completion of work & service report duly certified by the NIFT Official on submission of original Tax Invoice on monthly basis.

Date :

Place :

Sign :

Seal :
