



**TENDER DOCUMENT**  
**FOR PEST, INSECTS, RODENT, TERMITE CONTROL &**  
**HOUSEHOLD DISINFESTATIONS**  
**AT OMFED BALASORE DAIRY,**  
**JANUGANJ, REMUNA,**  
**BALASORE-756019**



**Tender Paper cost: Rs.500+18% GST= Rs.590/-**

**Last date for submission of Tender: dt.26/02/2024, 2PM**



The Odisha State Cooperative Milk Producers' Federation Ltd.,  
D-2,SahidNagar,Bhubaneswar-751007.  
PhoneNo:0674-2544576,2546030,2546121,2540417,2540273. Fax: 0674-2540974  
E-mail:omfed@yahoo.com Website:www.omfed.com

**NOTICE INVITING TENDER:**

OMFED invites sealed tender (in two bid system) from experienced, reputed technically and financially sound bidders for Pest Control Service at the premises of OMFED Balasore Dairy, Januganj, Remuna, Balasore-756019. Interested bidders may download the Tender Document from OMFED website [www.omfed.com](http://www.omfed.com) and submit their sealed offer in separate envelopes with complete technical details. The tender document along with the cost of tender form of Rs.500/- + 18% GST with E.M.D. of Rs. 2,000/- (Two Thousand Only) both in shape of Demand Draft in favour of OMFED Balasore Dairy drawn on any Nationalized Bank payable at Balasore, should reach at OMFED Balasore Dairy latest by 26/02/2024, 2PM. The sealed offers (Technical bid & Financial Bid) shall be opened on dt.26/02/24 at 3PM at Balasore Dairy in presence of bidders. For details please visit OMFED website: [www.omfed.com](http://www.omfed.com).

The corrigendum, if required, shall only be published on OMFED website but not in any other media/newspapers.

OMFED reserves the right to accept or reject any or all the tender documents or part thereof without assigning any reason thereof.

Managing Director



**OMFED BALASORE DAIRY:  
JANUGANJ,REMUNA:  
TENDERDETAILS**

Tender for:	Pest, insects, rodent, termite control & House hold, disinfestations.
Reference No.	14/02/Pest control/QC/23-24
Cost of Tender Form	Rs.500/-+ 18% GST= Rs.590/-
Schedule-I	Eligibility Criteria
Schedule-II	General Terms and Conditions
Schedule-III	EMD & Security Money.
Schedule-IV	Scope of pest control work.
Schedule-V	Commercial bid
Schedule-VI	General Details of the bidders
Last date and time for submission of tender document	Dt.26/02/2024, 2PM
Date & Time for opening of Tender	Dt.26/02/2024, 3.00PM
Envelop-A	EMD- to be submitted.
Envelop-B	Technical documents to be submitted.
Envelop-C	Financial bid to be submitted.
Address for communication	Plant Manager OMFED Balasore Dairy, Januganj,Remuna,Balasore-756019 <a href="mailto:omfedbalasoredairy@yahoo.com">omfedbalasoredairy@yahoo.com</a> Mob:8917495124



**OMFED Balasore Dairy, Januganj, Remuna, Balasore-756019.**

**SCHEDULE –I:**

**ELIGIBILITY CRITERIA**

1. Pest management professional should be current IPCA member.
2. Should produce valid pest control license.
3. Bidder should have executed similar type of work successfully for at least three years. (Dairy industry, Food Industry-ISO-22000 certified Units)
4. Should furnish current clients list in similar type of Industry along with contact person and contact number so as to get the reference.
5. Staff should be adequately trained in-house or by outside agency to carry out safe, effective and appropriate pest management/control measures. (Actual person working) must have proof of experience working in Food industry. Training certificate & medical fitness certificate of the staff employed to be provided.
6. List of pesticides to be used in the premises are acceptable for its use in food industry and it can be verified by authority for approval.
7. Bidder must have Minimum 3 Year Experience in Dairy/Food Industry.
8. MSDS of chemicals to be produced.
9. Copy of policy for product liability insurance undertaken by the service provider to indemnify the site to be enclosed and the value of which should be more than the estimated contract value (submit document at the time of PO).
10. Average Annual Financial Turnover during the last three (03) Years should be at least Rs 5 Lakhs or more.

Signature of Bidder



## **SCHEDULE – II:**

### **GENERAL TERMS & CONDITIONS:**

#### **Scope of Work:**

1. Pest Control services including flies, mosquitoes, cockroaches, rodents Lizard and removal of cobweb from OMFED Balasore Dairy complete premises will be carried out on regular basis for 03(Three)years.
2. Flies, Mosquitoes, Cobweb & Rodent control will be carried out daily successfully. (Time: 6.00am to 6.00pm or as per production schedule)
3. Contract amount will include total expenses incurred on chemicals/ insecticides/equipment and related material.
4. Only CIB/FSSAI approved chemicals to be used.
5. Expenses incurred on person engaged for carrying out these services shall be borne by contractor, who will further responsible for his service condition or any statutory requirement. The safety measures of the manpower engaged by the bidder is sole responsibility of the bidder. The contractor will have to provide One (01) number of eligible staff on regular basis for the execution of job.
6. Work of Pest control shall be executed carefully keeping in mind that no contamination / contact of any harmful chemical/Insecticides with milk & milk products and person working in Plant should occur.
7. Monthly bill shall be raised by contractor for which payment be made after verification from concerning officer of OMFED Balasore Dairy after providing signature on work sheet of all departments.
8. Before resuming work, an agreement shall be executed by contractor as per rule.
9. Contractor will have to provide his own lock & key arrangement along with box for keeping the pest control material.
10. Contractors should maintain documents and records as per food safety management system standard (ISO: 22000:2018 & FSSAI) requirements for onsite inspection. Pest operator will obtain signatures of designated authorities in the section after each treatment as per frequency specified in the scope of work and will provide inspection report to concerned about status for its accountability.
11. The contractor will have to fulfill all the requirements of the insecticides Act, 1968 (Act 46 of 1968)
12. Only permitted insecticides can be used in the Dairy premises.

Signature of Bidder



13. Contractor will maintain material safety data sheet (MSDS) for each pesticide has been prepared & display.
14. Contractor should prepare rodent map, Keto flash etc. and maintain daily record of observation for audit purpose.
15. Period of Contract is initially for one year from the date of Award/Agreement, but the contract may be renewed for one more years, if the performance is satisfactory.
16. The quoted rate shall be valid for a period of (03) three year.
17. In case of any dispute or differences pertaining to this tender, the jurisdiction of Civil Courts at Bhubaneswar only.
18. Decision of OMFED shall be final for any dispute arising out of this contract.

### **SCHEDULE – III**

#### **EARNEST MONEY DEPOSIT:**

The bidders shall be required to deposit EMD of Rs.2,000/- (Two Thousand) only along with the tender submission. Without the requisite EMD the tender shall be rejected. EMD in the form of Demand Draft (DD) drawn on any Nationalized Bank in favour of OMFED Balasore Dairy, payable at Balasore should reach physically in the office of OMFED Balasore Dairy, Januganj, Balasore before dt.12.02.2024 at 02.00PM. EMD of successful renderer shall be retained till the completion of the work. No interest will be paid on this deposit for the period during which the deposit is kept with OMFED. EMD of the unsuccessful bidders will be returned within 30 days without interest after completion tender process.

#### **Security Deposit & Dispute Arbitration & final authority.**

1. Security Deposit of Rs.15,000/-(Rupees Fifteen Thousand only) shall be deposited by the successful bidder in shape of Demand Draft in favour of OMFED Balasore Dairy drawn on any Nationalized Bank payable at Balasore. No interest will be paid against the Security Deposit. The EMD of successful bidder, converted to security deposit and the bidders shall deposit the balance amount within 07days after receipt of work order. If fails to deposit the security the EMD of the bidder shall be forfeited.

Signature of Bidder



At the time of submitting the tender, tenderer shall supply detailed information about their activities in the enclosed form.

**2. Penalty:**

- a) For 1<sup>st</sup> time any loss of quality of services/loss of product due to bidder's negligence will be penalized and recovered from bidders bill as per assessment made by Plant Manager.
- b) For 2<sup>nd</sup> time bidder may be penalized by deducting cost of product plus penalty up to 10% of the loss.
- c) For 3<sup>rd</sup> time MD, OMFED has power to terminate his services for unsatisfactory performance.
- d) Payment: Payment will be made on satisfactory quality verification of the pest control services within 30days of receipt of the bill.

**3. Pest treatment should be given to following premises at both sites.**

All Raw Material Godown.	Finished Product Godown.	Packing Material Godown
DG & Boiler room.	Main Process/Product Plant Building.	
Utilities Section.		Milk/Product Cold Storage.
ETP Plant	Coal, firewood storage depot	Administration Building
Main Gate.	Worker rest room & Canteen	
All Furniture etc	QC Section.	

**SCHEDULE – IV**

**Details as regards to the scope of pest control work**

**1) HOUSE FLY CONTROL TREATMENT**

- (a) Life cycle breakdown - and waste food collected. ETP and all likely breeding areas in and out side premises with frequent Inspection and treatment - Every fortnightly and as per status. Out side premises smogging has to be carried out weekly as per requirement.
- (b) Adult flies killing Fly resting sites around Main Dairy Plant, Production Block, Administrative Building, Canteen area, ETP etc. Frequency - Daily.

Signature of Bidder



## **2) DIS INFESTATION COCKROACH, SPIDERS, LIZARDS, ANT etc.**

Inspection and treatment at such places having pest presence, cockroach hiding, resting places. Frequency – All manufacturing area i.e. Milk pouching, Powder plant and consumer packaging, Ghee, production area (all sections in the Dairy, General store, finished product, Go down - Weekly. All buildings in gutters, chambers, drainage lines up to ETP Plant - Daily.

## **3) RODENTS (RATS, MICE AND BANDICOOTS).**

### **Step –1**

Inspection of entire premises and finding live burrows if any.

- (i) Treatment of burrows by keeping fresh anticoagulant trodenti- cides.
- (ii) Repeating the treatment by interval of 15days till finding live burrows.

### **Step –2**

In relation to step-1fixed bait station boxes will be placed in strategic position sand keeping fresh baits.

- i. Changing the bait with interval of 15 days.
- ii. Applying glue boards and mechanical traps as per needs.
- iii. Suggesting rodent proofing measures, hiding place store move it.

## **4) PEST CONTROL TREATMENT FOR PLANT**

### **Step –1**

Inspection of entire premises for Pest presence.

### **Step –2**

In relation to step-1 Pest control treatment using malathion or DDVP

### **Step –3**

Number of Rodent Stations–30 to 40 or as per need. Frequency - Fortnightly

### **Step –4**

Spraying and Fumigation Frequency - Every Three Months.

5) **Termite Control -Treatment if necessary.** Frequency Every Month.

6) **Snake Control -Treatment if necessary.** Frequency Every Month.

Signature of Bidder





**SCHEDULE-V**

**FINANCIAL BID**

**(RATES SHOULD BE SUBMITTED IN THIS FORMAT)**

1. Pest, insects, rodent, termite control & household, Disinfestations at omfed dairy.

2. Rate in Rs./Months: Rs .....

3. GST (18%): Rs .....

4. TOTAL: Rs .....

In words (... ..)

Signature of Bidder Seal & Date

**UNDERTAKING**

I/We.....  
...hereby solemnly agree to abide by the Terms & Conditions and the rates enumerated above. Any violation of the Clause(s) will render my/our contract null and void. I/We have understood completely about this tender document and the terms and conditions therein.

Date:

Signature of the Contractor  
(Full signature of the Tenderer with seal)

Name of the Contractor \_\_\_\_\_



**SCHEDULE-VI**

**(To be submitted along with the offer)**

**For general and technical details of the Tenderer:**

**A General Information:**

I/We hereby furnish following particulars about my/our Unit(s)

1. Name of Unit: M/s.....

2. Address of the Unit: Office .....

2. Name of Proprietor/Partner(s): 1.....

2. ....

3.....

3. Name with designation of:

the person authorized (if any) .....

to sign the documents on behalf

of the unit.

4. Telephone Nos. & Mobile No: .....

Office Factory Fax No. E-mail .....

5. Particulars of the registration Certificate issued by the

Competent Authority,

Registration No. & date \_\_\_\_\_

6. GST No. Date .....

7. PAN (furnish a photocopy): .....

8. Whether the unit or sister: Yes/No

Concerned unit or any unit of If the reply is 'yes'

Please give details below their Proprietorship or Partnership, (if any)

..... has been Blacklisted/debarred or penalized by any Central or State Government Organization or Cooperative Organization at any time.

9. Performance/experience

Minimum 3 Year essential

(Copy of certificate enclosed)

Seal & Signature of the Tenderer



Checklist of Documents:-

Sl no	Documents	Yes (√)
01	Membership certificate of IPCA	
02	License for Pest control	
03	Last three year work order	
04	MSDS certificate of chemical use	
05	List of Pesticides use	
06	IT return 02year	
07	PAN card	
08	GST Certificate	
09	GST return last three months	
10	Tender paper filled & dully signed	
11	Any other documents	



## AGREEMENT FOR PEST CONTROL SERVICES

Articles of Agreement made this.....day of ..... two thousand and.....

BETWEEN

THE ODISHA STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD, an apex cooperative society registered under the Orissa Cooperative Societies Act,1962, having its Corporate Office at D-2,Saheed Nagar,Bhubaneswar-7 (hereinafter referred to as "Federation") which expression shall unless repugnant to the context or meaning thereof, include the successors in interest and assigns of the Federation of the ONE PART

AND

M/s. ....having its office at.....Hereinafter referred to as the "Contractor" which expression shall includes its successor and assigns) of the other part, represented by its.....

WHEREAS the OMFED has its Plant located at Januganj, Remuna, Balasore (hereinafter referred to as the Balasore Dairy) and is engaged in processing, packing and marketing of milk and milk products at the said PLANT).

The Contractor is in the business of providing pest control services for commercial establishments.

The contractor has agreed to provide the PLANT complete services of pest control at the said Balasore Dairy and is engaged in processing, packing and marketing of milk and milk products at the said PLANT under the terms and conditions set out herein:



NOW THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS.

1. Duties and responsibilities of the Contractor: The contractor shall be responsible for the following duties at the Plant located at Januganj, Remuna, Balasore (hereinafter referred to as the Balasore Dairy) and is engaged in processing, packing and marketing of milk and milk products at the said PLANT).

1. The contractor must have specific pest control measures as applicable to a food manufacturing site, must ensure that the treatment itself does not expose food to risk of food poisoning.

2. All chemicals, methods and measures used must be approved and registered by the Central Insecticide Board, GOI.

3. The contractor would use the chemicals in either oil or water base formulations. Any change in the chemicals would be intimated to the Plant Manager.

4. The contractor would provide trained operator/technicians for regular pest control service.

5. Contractor must provide copy of M.S.D.S. for the chemicals used by the factory.

6. The schedule for the various services will be adhered as per frequency given in the scope of work.

7. If at any time or times after the initial treatment but before the next due date 'Pest' reappear, the contractor would carry out the necessary treatment without any additional cost.

8. Period of Contract is initially for one year from the date of Award/Agreement, but the contract may be renewed for one more years, if the performance is satisfactory.

Scope of work:

1. House hold disinfestations/Disinfestations of COCKROACHES, SPIDERS, LIZARDS, ANT, SNAKES etc: The contractor would carry out disinfestations operation to control cockroaches, red and black ants, silver fish, termite in the form of an insecticidal spray in the plant campus. The contractor must carry this operation once in a month.



## 2. Rodent control:

- a) The contractor would use 'ROBAN' single dose anti-coagulant bait.
- b) The treatment would cover the plant campus by placing baits in rodent burrows/harborage so as to keep the premises free of any rodent activities and to avoid migration within the building.
- c) The contractor will fix rodent bait station along with the external perimeter of the plant building and campus.
- d) The production and packing area where poison baiting is not advisable will provide eco-friendly nontoxic glue boards.
- e) The baits/traps must be placed along the external perimeter at strategic point.
- f) Frequency of this treatment will be once in a week to replenish the baits/traps.

## 3. FLY CONTROL (RATS, MICE AND BANDICOOTS):

- a) The contractor would spray the approved and recommended chemicals in and around the plant area which includes non-production areas like Lab, Ghee, Butter room, manholes, corridors, varanda etc. except inside the packing/ production area, boiler, garage, store, time office, scrap yard.
- b) Milk pouching, Powder plant& consumer packing, Ice-cream plant, Ghee, I.P., General store, finished product section, ETP and all likely breeding areas in the premises. Sub-contracting/non-assignment: The contractor hereby agrees that this agreement shall be performed by the contractor itself and under no circumstances the contractor shall subcontractor assign the same to any third party.

### **Conditions of payment:**

1. In consideration of the work done under the contract the OMFED agrees to pay @ Rs. \_\_\_\_\_(Rupees.....only) per Month, OMFED has its plant located at Januganj, Remuna, Balasore.



**Period of contract:**

This agreement shall be deemed to have come into force with effect from.....and shall remain in force for a period of one year extendable for another period of one year subject to satisfactory performance and on the expiry of the said period the contract will stand automatically terminated unless it is further renewed or extended in writing by the consent of both the parties as mutually agreed to.

Procedure for termination of contract: It is further provided that either party may terminate this agreement by giving to the other party THREE months' notice in writing.

Jurisdiction: Any legal proceedings arising out of this agreement will be at Bhubaneswar only.

10. The terms and conditions of the tender document will form part of this agreement.

“The Contractor” Pest Control Services

“THE FEDERATION”

THE ORISSA STATE CO OPERATIVEMILK  
PRODUCERS' FEDERATIONLTD,  
D-2, Saheed Nagar,Bhubaneswar-751007

IN WITNESS WHEREOF THE PARTIES HERETO HAVE HEREUNTO SET THEIR HANDS  
ON THE DATE, MONTH AND YEAR FIRST ABOVE WRITTEN

For and on behalf of

for and on behalf of

The Contractor.

THE ORISSA STATE COOPERATIVEMILK  
PRODUCERS' FEDERATION LTD.

In the presence of:

In the presence of:

1. ....

1.....

2.. ....

2. ....