

**West Bengal Pollution Control Board
Department of Environment, Govt. of West Bengal**

**Tender document
for
General/Integrated Pest Control, Mosquito & Flies
control treatment
in
office-cum lab complex of WBPCB
at
Paribesh Bhawan, 10A, Block-LA, Sector-III,
Bidhanagar, Kokata : 700 106**

**Invited by:
West Bengal Pollution Control Board
10A, LA-Block, Sector-III
Salt Lake City
Kolkata-700106**

May'2026

**WEST BENGAL POLLUTION CONTROL BOARD****(Department of Environment, Government of West Bengal)**

Paribesh Bhawan, 10A, Block – LA, Sector III, Bidhannagar

Kolkata – 700 106, Ph.: (033)2202-3000, Fax – (033) 2202-3099

Website: www.wbpcb.gov.in, Email: net.wbpcb-wb@bangla.gov.in

Memo No : 4153-6K/WPB/72/2000 (WBPCB-16017(13)/6/2021-SEC(WBPCB)-WBPCB)

Date : 11.05.2026

TENDER NOTICE

NIT No. : Tender/WBPCB/O & M Cell/NB/1/2026-27

1) Sealed tender are hereby invited on item wise rate basis for the undernoted works as per schedule (with terms & condition) attached herewith, from the bonafide, reliable and resourceful contractors having the experience of similar type of works for which this tender is invited.

2) Tender will be accepted only from those who will submit the documentary evidence as detailed in Sl. # 6 under GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS at page # 2.

3) Last date of issue of Tender/quotation paper is **21.05.2026 up to 3.00 P.M. (Physical Copy)** and last date for receipt of tender is **22.05.2026 up to 2.30 P.M.** The filled-in tender paper must be dropped in the tender box kept in the ground floor of Paribesh Bhawan. The tenders will be opened **on 22.05.2026 at 3.00 P.M.** during which tenderers or their authorized representatives may remain present.

4)

Name of Work	Place of Work	Period of work	Cost of tender paper	Earnest Money
General/Integrated Pest Control, Mosquito & Flies control treatment in office-cum lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III, Bidhannagar, Kolkata : 700 106	Paribesh Bhawan, 10A, Block-LA, Sector-III, Bidhannagar, Kolkata : 106	01(one) year	Free of Cost	NIL

5) Rate should be quoted item wise both in figure and words.

6) The acceptance of the tender will rest with the West Bengal Pollution Control Board who does not bind itself to accept the lowest quotation and reserves to itself the authority to reject any or all of the quotations received and to place order to one or more firms without assigning any reason whatsoever and the Tenderer shall have no claim towards revision of rates or other condition if his rate is accepted.

7) No advance payment will be made. However, running Account bill shall be paid against up to date work done on quarterly basis against the production of bill in triplicate after successful completion of AMC job on the basis of actual measurement of work by A/c. Payee cheque

8) All the materials should be supplied after prior approval of Engineer-in-Charge of the works.

9) This notice will form a part & parcel of the conditions to be followed and duly signed and submitted with the tender.

10) The Tender documents (Physical copy) may be collected from the Accounts Section, Paribesh Bhawan, Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata - 700 106, Phone: (033)2202-3000, Fax – (033) 2202-3099 on & from 11.05.2026 on any working day (except Saturday, Sunday and Holiday) up to 3.00 P.M. on 21.05.2026 at free of cost. The Tender Document (soft copy) also be downloaded from the following website/link: <https://www.wbpcb.gov.in/tenders>

Sd/-

Chief Engineer

(In-Charge-Building and O&M Cell)

Memo No : 4153-6K/WPB/72/2000 (WBPCB-16017(13)/6/2021-SEC(WBPCB)-WBPCB)

Date : 11.05.2026

Copy forwarded for information and necessary action to :-

1. The Chief Engineer (Planning Cell)
2. The Chief Scientist
3. The Sr. Personnel Manager
4. The Sr. Environment Officer-Department of Environment, Govt. of West Bengal, ARDD, Gosampad Bhawan, LB-2, Sector-III, Bidhannagar, Kolkata : 700 106
5. The Sr. Env. Engineer/Env. Engineer/Asstt. Env. Engineer (In-Charge)-Barrackpore RO/Durgapur RO/Kolkata RO/Salt Lake RO/Howrah RO/Hoogly RO/Alipore RO/Haldia RO/Malda RO/Siliguri RO/Asansol R.O - with a request to arrange to display through their respective regional office notice board for wide circulation.
6. The Finance & Accounts Manager
7. P.A. to The Member Secretary
8. P.A. to The Chairman
9. The Notice Board of Paribesh Bhawan, Bidhannagar, Kolkata-106
10. Smt. Indrani Sengupta, Computer Operator -With a request to up load the matter for displaying in the website of Board.

Sd/-

Chief Engineer

(In-Charge-Building and O&M Cell)

GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

1. Sealed tender is hereby invited on behalf of West Bengal Pollution Control Board, Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata 700 106
2. Contract documents consisting of the schedule of quantities of the various classes of work to be done, and the set of conditions of contract to be complied with by the person whose tenders may be accepted, can be seen/collected from the Accounts Section at Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata - 700 106, Phone : Ph.: (033)2202-3000, Fax – (033) 2202-3099 any working day except on Saturdays, Sundays and Govt holidays.
3. The site for the work is available to the tenderers in its present conditions. No space other than the above site can be made available to the tenderers in for the site office, labour camps, storage etc.
4. Tender to be submitted on the printed form issued by WBPCB only. No other form of tender/quotation will be accepted.
5. Sealed Tender in the prescribed form are to be addressed to the Chief Engineer (O&M) , West Bengal Pollution Control Board, Paribesh Bhawan, Bldg. 10-A, Block - LA, Sector - III, Salt Lake, Kolkata 700 106 and to be dropped in the captioned tender box kept in the ground floor of West Bengal Pollution Control Board, Paribesh Bhawan, Bldg. 10-A, Block - LA, Sector - III, Salt Lake, Kolkata 700106 upto 2.30 P.M. on 22.05.2026.
6. **The following documentary evidences should be enclosed with the tender document:**
 - i. Valid Trade License, PAN Card details, Prof. Tax Paid Challan, GST Registration no., List of Non-Toxic/Poison-free service monitoring tools.
 - ii. License for commercial pest control operation issue by the Director of Agriculture [PP & OC], Govt. of West Bengal /, Photocopy of license to sell, stock or exhibit for sale or distribute insecticides shall also enclosed.
 - iii. The Jobs executed during last 5(five) years in Central/State Government/PSU/ Hotel/Hospital Industry etc. with supporting documents/Completion Certificate.
 - iv. A brief write-up on pest control methodology including safety, health & environment.
 - v. The tender document duly filled by the Bidders.
7. Tender will be opened at 3.00 P.M. on 22.05.2026 in presence of the tenderers. The tenderers shall depute their authorized representative to be present at the time of opening of Tender. Tender received without earnest money in proper form will be summarily rejected. Any additional conditions stipulated by the bidders will not be accepted.
8. Incomplete applications will be rejected. The Board at it's discretion may verify all credentials and inspect applicant's executed works to satisfy itself about the credibility of the tenderer.
9. The time allowed for carrying out of the work will be reckoned from the date of issue of acceptance letter or the date of handing over of site, whichever is earlier.
10. The Tenderers should quote in figures as well as in words the rate and amount tendered by them. The amount for each item should be worked out and maintained and the requisite totals should also be given.
11. All corrections shall be attested by the initials of the tenderers with seal of the firm. In case any discrepancy/difference is found on checking between rates quoted by the tenderer in words and figures or in the amount worked out by him, the following procedure shall be followed:
 - a. When there is a difference between the rates in figures and in words, the rate which correspondence to the amount worked out by the tenderers, shall be taken as correct.
 - b. When the amount of any item is not worked out by the tenderers or it does not correspond with the rate written either in figures or in words, then the rate quoted by the tenderers in words shall be taken as correct.
 - c. When the rate quoted by the tenderers in figures and in words tallies but the amount is not worked out correctly, rate quoted by the contractor shall be taken as correct and not the amount.
 - d. Amendments as mentioned above shall be based on the tender marked "Original" only.
12. When a tenderer signs a quotation in an Indian language, the tendered amount and the total amount quoted should also be written in the same language. In the case of illiterate tenderers the rates or the amounts tendered should be attested by a witness.

13. The acceptance of a tender will rest with the West Bengal Pollution Control Board which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all of the tenders received and to place order on one or more firms without assigning any reason whatsoever. All tenders in which any of the prescribed conditions is not fulfilled or are incomplete in any respect, are liable to be rejected. However, should it is felt necessary by the Tender committee, rate may be lower down by way of inviting Bid.
14. The Board reserves the right to accept the tender in full or in part and the tenderer shall have no claim towards revision of rates or other conditions if his/her tender is accepted in parts.
15. Canvassing in connection with quotations is strictly prohibited and the quotation submitted by the tenderers who resort to canvassing will be liable to rejection.
16. On acceptance of the quotation, the name of the accredited representative(s) of the tenderers who would be responsible for taking instructions from the Board shall be communicated to the Board by the tenderers.
17. Special care should be taken to write the rates in figures as well as in words, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. While quoting the rates in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
18. The Board does not bind it-self to accept the lowest or any tender/quotation and reserves to itself the right of accepting the whole or any part of the tender and the tenderers shall be bound to perform the same at the rate quoted.
19. Sales tax or any other tax on material or on finished works like work's contract tax, Turn-over Tax, etc in respect of this contract shall be payable by the tenderers and the Board will not entertain any claim whatsoever in this respect.
20. The tender for works shall remain open for acceptance for a period of 150 days from the date of opening of tenders. If any tenderer withdraws his tender before the said period, then the Employer shall be at liberty to forfeit Earnest Money paid along with the tender or penal action shall be contemplated against tenderer as applicable.
21. The tender for the work shall not be witnessed by a contractor or contractors who himself/ themselves has/ have tendered or who may and had/ have tendered for the same work. Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the quotation liable to summarily rejection.
22. It will be obligatory on the part of the tenderer to tender and sign quotation documents for all the component parts and that, after the work is awarded, he/she will have to enter into an agreement for each component with the competent authority in the West Bengal Pollution Control Board.
23. No claim shall be entertained or no benefit shall be arrived at out of any typographical, arithmetical and clerical mistakes in the papers viz. in schedule of quantities, specification, terms and conditions etc.
24. Running Account bill shall be paid against up-to-date work done on quarterly basis against the production of bill in triplicate after successful completion of AMC job based on actual measurement/work done by A/c. Payee cheque.
25. Security Deposit @ 10% (ten percent) will be deducted from every progressive bill raised by the firm. The Security Deposit will be refunded after successful completion of works.

.....Sd/-.....

For and on behalf of West Bengal Pollution Control Board

Member Secretary

FORM OF TENDER

(To be filled up by the Tenderer)

To
The Member Secretary
West Bengal Pollution Control Board
Paribesh Bhawan
Bldg.-10-A, Block- LA
Sector – III, Bidhannagar
Kolkata 700 106

Dear Sir :

Ref : General/Integrated Pest Control , Mosquito & Flies control treatment in office-cum lab complex of WBPCB at Pairbesh Bhawan, 10A, Block-LA, Sector-III, Bidhanagar, Kokata : 700 106

1. I / We refer to the tender notice published in the notice board/Board's website for General/Integrated Pest Control , Mosquito & Flies control treatment in office-cum lab complex of WBPCB at Pairbesh Bhawan, 10A, Block-LA, Sector-III, Bidhanagar, Kokata : 700 106
2. I/ We do hereby offer to perform, provide, execute, complete and maintain the works in conformity with the conditions of contract, specifications, bill of quantities for the total value of Rs. at the respective rates quoted in the bill of quantities.
3. I/We have satisfied myself/ ourselves as to the site conditions, examined the BOQ in all aspects of the tender conditions, subject to above, I/We do hereby agree, should this tender be accepted in whole or in part, to :

a) Abide by and fulfill all the terms and provisions of the conditions annexed hereto.

6. I/ We understand that you are not bound to accept the lowest or any tender you receive.

7. Name of Partners/ Director of our Firm :

i)

ii)

iii)

iv) Yours faithfully

Signature _____

Designation _____

Name of the Partner/ Director of the firm authorized to sign or Name of person having power of attorney to sign the contract.

(Certified true copy of power of attorney should be attached)

Signature and address of witness :

a) Signature _____

Name _____

Address _____

b) Signature _____

Name _____

Address _____

ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made the _____ day of _____
between the West Bengal Pollution Control Board, having its office at Bldg. 10-A, Block - LA, Sector - III, Bidhannagar, Kolkata
700 106 (hereinafter called "the Employer") of the one part and
_____ (hereinafter called "the Contractor of the other part").

WHEREAS the Employer is desirous of executing the General/Integrated Pest Control , Mosquito & Flies control treatment in office-cum lab complex of WBPCB at Pairbesh Bhawan, 10A, Block-LA, Sector-III, Bidhanagar, Kolkata : 700 106

AND WHEREAS the Contractor has agreed to execute upon and subject to the conditions set forth herein and schedule of Items and quantities, General conditions of Contract, specifications and all correspondences exchanged by or between the parties from the submission of tender till the award of work, both letters inclusive. (all of which are collectively hereinafter referred to as "the said conditions) the works shown upon the said drawings and/ or described in the said specification and included in the schedule of items and quantifies at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder (Hereinafter referred to as "the said contract amount").

NOW IT IS HEREBY AGREED AS FOLLOWS :

1. The Employer shall pay the contractor the said contract amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
2. The said conditions and Appendices thereto shall be read and considered as forming part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained.
3. The agreements and documents mentioned herein shall form the basis of this contract.
4. This contract is neither a fixed Lump Sum contract nor a piece work contract but is a contract to carry out the work as per the scope described and to be paid for according to actual work done at the rates contained in the Schedule of Rates and probable quantities or as provided in the said conditions.
5. The Employer reserves to itself the right of altering the nature of the work by adding to or omitting any items of work/area/quantity of having portions of the same carried out without prejudice to this contract.
6. Time shall be considered as the essence of this contract and the contractor hereby agrees to commence the work on the day on which he is instructed to take possession of the site or from day mentioned in the of acceptance letter whichever is earlier .
8. All payments by the Employer under this contract will be made only at Kolkata.
9. Any dispute arising under this Agreement shall be referred to arbitration in accordance with the stipulation laid down in the general conditions of contract.
10. That the several parts of this contract have been read by the contractor and fully understood by the contractor.

IN WITNESS WHEREOF the Employer and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first herein above written.

SIGNED AND SEALED AND DELIVERED BY

(for Contractor)

In the capacity of _____

On Behalf of _____

In the presence of

(1) _____

Address : _____

SIGNED AND SEALED AND DELIVERED BY _____

_____ (for Board)

In the Capacity of _____

On Behalf of _____

In the presence of

(1) _____

Address : _____

: SCOPE OF WORK:

(i) **General/Integrated Pest Control** which means eradication/extermination of Cockroaches, Spider, Silverfish, Lizards, Termite, Ants, Borer, Bed bugs, Rodent through permitted insecticides approved by the Central Insecticide Board, Government of India and recommended by the WHO. The Pest control should cover all the places like spray under the tables, chairs, almirahs, on and around the pile of files, on wooden furniture, on false ceiling, on all staircases, on lift lobby, on all toilets pipe ducts, on wall paneling, on all wooden structure, and any hidden space under the furniture and should leave no space unattended.

ii) **Mosquito & Flies Control Treatment** : Inside & outside office complex of WBPCB, all sewerage/drainage pit, cable trench, bush, wet area, parking area, HT/LT substation building etc.

iii) **Total Area** : a) Inside office-cum-lab complex – 37000 sq.ft. (approx.)

b) Outside office-cum-lab complex – 20000 sq.ft. (approx.)

: ADDITIONAL TERMS AND CONDITIONS:

1. The frequency of the service will be monthly for General/Integrated Pest Control and for Mosquito Control Treatment; service will be as and when required as directed by Engineer-in-Charge. It is mandatory to inform the concerned officer of the Board regarding date & time of services prior to start the job.
2. A special care should be taken for rodent control treatment. It is not advisable to use poison/medicine to kill the Rodent/Mice to avoid decomposition. Use cage/roda-box/Glue Trap or other way to catch/trapping/elimination of Rodent/Mice.
3. During General Pest Control Treatment special care should be taken for all wooden structure/furniture, the wooden wall paneling, wooden furniture, Sofa Set, Chair etc.
4. The state Board reserves the right for any addition/deletion/alteration of materials/specification before/after awarding the job without any compensation.
5. All necessary permit/license, membership etc., if required, for the relevant work, has to be arranged and kept valid by the Contractor.
6. Agencies must ensure that the pest control once done shall remain effective up to next Pest, Mosquito & Flies Control service failing which it shall have to be done again without any cost.
7. The rate should be quoted after physical inspection of the site for assuring the nature and volume of work realistically including all tools and tackles and materials, GST and charges.
8. The payment will be made quarterly basis after satisfactory completion of the work on submission of the bill in triplicate.
9. The initial contract is valid for one (one) year from the date acceptance of work order. However, the contract may be renewed at discretion of the authority on year-to-year basis for maximum period of three (3) years [1 year (initial) + 2 years (extension)], if the service and performance of the agency are found to be satisfactory.
10. The pesticides, etc. used for General pest/rodent control, should not have adverse impacts on human health.
11. Vector Control Service will be carried out for controlling mosquitoes, flies and other flying insects.
This will be provided by treating the breeding areas such as open drains, dustbins, garbage area, receiving area entry points front and rear area of the plant under the bushes damp area along the walls etc. This treatment will be carried out by outdoor spray, indoor spray and other suitable method like fogging etc. as and when required.
12. The job should be undertaken by a technically qualified skilled person along with the appropriate protective measures to avoid any mishapening. Necessary safety measures should be supported at the time of undertaking the job.
13. To use good quality biodegradable or eco-friendly standard insecticides and pesticides. Pesticides/Insecticides which are to be used should be as approved by WHO and Central Insecticide Board.
14. The contractor will use pesticides/insecticides of bio-degradable non-toxic category which are permitted by the Govt. from time to time.

Schedule of work for General/Integrated Pest Control, Mosquito & flies control treatment in office –cum lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III, Bidhannagar, Kolkata : 700 106

<i>Sl. No.</i>	<i>Description of Items</i>	<i>Unit / Frequency of Service</i>	<i>Quantity / Period of work</i>	<i>Rate including GST</i>	<i>Amount including GST</i>
1	General/Integrated Pest Control Treatment [eradication of Cockroaches, spider, silverfish, Lizards, Termite, Ants, Borer, Bed bugs, Rodent.] in office –cum- lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III, Bidhannagar, Kolkata : 700 106 as scope of work and terms and conditions	Monthly	12 months		
2	Mosquito & Flies Control Treatment inside office –cum- lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III, Bidhannagar, Kolkata : 700 106 as scope of work and terms and conditions i) Indoor ii) Outdoor N.B.: For Sl./Item. # 2 , service will be done as and when required as per instruction of Engineer-in-Charge /Authority.	Service Service	60 services 60 services		
Total =					

Total amount in word.....

Name & Address of the Tenderer

.....

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Signature of Tenderer with seal.....

.....

Phone No.....

Fax No.

Place

Date

N.B : The rate should be quoted after physical inspection of the site including all tools, tackles and materials, GST etc.

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