



विश्वभारती / VISVA-BHARATI
केंद्रीय पुस्तकालय / CENTRAL LIBRARY
विश्वभारती लाइब्रेरी नेटवर्क / (Visva-Bharati Library Network)

Ref:- CL/417/2025-26

Date:27/08/2025

Dear Sir,

You are requested to submit your signed quotation by mentioning GSTN, PAN, and Service Tax No. and other necessary items along with rates and facilities for AMC of Pest Control-2025-2027 for the Central Library & 12 Sectional Libraries.

Terms and Conditions of Pest Control-2025-2027

Closing Date:- 15/09/2025

Nature of Work

Month wise Pest control treatment of book stacked at Central Library and 12 Sectional Libraries of Visva-Bharati, Santiniketan and Sriniketan.

Scope of work

- For providing monthly pest control treatment services to the Central Library and 12 sectional Libraries enough trained persons must be engaged for the said work.

SL.N	Medicines	Brand	Remarks
1.	CHLORPYRIFOS 20% EC (<i>Inside the library treatment</i>)	DUSBAN (DOW Chemical co.) / Hilban / other (Govt. of India permitted)	Monthly
2.	MALATHION 20% EC-HILMALA (for killing mosquitoes / poisonous insects) (<i>Out-side the library</i>)	Hindustan Pesticides India Ltd. / other (Govt. of India permitted)	On requirement
3	Zinc Phosphide (RATOL) (<i>Rat Control Service</i>)	Govt. of India permitted	On requirement
4	Snake Control Service	Govt. of India permitted	On requirement

1. May be bi-monthly, 2. May be quarterly 3. Twice in a year. But all these treatments may be done on situational requirement.

- Before to submit quotation, vendor may visit the library premises to observe the physical the Central Library and 12 Sectional Libraries, Visva-Bharati to assess actual scope of work
- Transportation for offering services will be arranged by the vendor.
- Pest control Treatment are to be done, once in a month to all the libraries and others (1 to
- A log book should be maintained for services records which will be duly signed by any In-charge of the sections of the Central Library and In-charge of the respective bhavana / sectional libraries.
- The tenure of work will be for two year i.e. from August 01, 2025 to July 30, 2027 and may be extended subject to satisfactory services. However, initial work order will be issued for four months on experimental basis to observe the performance of the work.
- Payment will be made quarterly/half yearly on providing satisfactory services and Service reports are to be enclosed with the bills.
- You are also requested to quote rate of medicines, if required.
- Lowest bidder will be selected on the basis of annual total rate quoted by the bidders.
- Rate quoted will be inclusive all, no further request will be entertained in this respect during the tenure of contract.

Other Terms and Conditions are as follows:

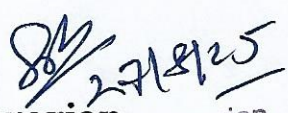
1. University reserves the right to accept/cancel any of the tender or part thereof without assigning any reason.
2. All interested vendors are welcome to visit the Central Library for any clarification before to submission of quotation.
3. If the terms of the quotation etc. are vague, incomplete, contradictory and confusing, the offer will be rejected without any explanation.
4. Once the offer is accepted by the HOD/Coordinator/Indenter and the order is placed on that basis, the vendors will be responsible to provide services accordingly within the stipulated time, or compensate the University for Loss, if any, on account of non-execution of the services order.
5. Liquidated Damage: Visva-Bharati reserves the right to impose liquidated damage as and when required; the rate of penalty will be at par with the same of the Govt. of India's regulations.
6. Saturday and Sunday are the weekly holiday of Visva-Bharati, However Library is open on Saturday and Sunday during 10.00 am to 5.00 pm.
7. University will not pay any visiting charges for the purpose. Quoted price will be inclusive of all.
8. Necessary documents are to be attached regarding the authorization/dealership, list of institutes where you have provided same services, etc.
9. The service hour of the Central Library is 7am to 8pm on all working days. On weekly holidays (Saturday and Sunday) and other holidays it will be 10am to 5pm. Bhavana / Sectional Libraries are open 5 days a week as per the schedule bellow;

Sectional Library	Timing
Cheena Bhavana Library	9.30 am — 6 pm
Kala Bhavana Library	9.30 am — 6 pm
Rabindra Bhavana Library	10 am — 5 pm
Hindi- Bhavana Library	9.30 am — 6 pm
Sangeet Bhavana Library	9.30 am — 6pm
Patha Bhavana Library	
Siksha Bhavana Library	9.30 am — 6 pm
Philosophy & Religion Library	9.30 am — 6 pm
Vinaya Bhavana Library	9.30 am — 6 pm
Siksha Satra Library	9.30 am — 6 pm
Palli Siksha Bhavana Library	9.30 am — 6 pm
Palli Sangathan Vibhaga Library	9.30 am — 6 pm

10. Preferably treatment may be done in a fix-day of fourth week of every month which will only be changed on adjusting of holidays subject to prior intimation to the In-charge of the Sectional Libraries and Sections of central Libraries. It is needless to be noted that the treatment of central library will be done one-day only but not part -by- part.
11. For smooth functioning of the treatment vendor may collect contact number of all libraries and give their number too to all libraries.
12. Initially, the contract shall be for a period of Two years on the same terms and conditions as defined in the tender document, provided the services are found satisfactory. After an initial period of two years, it can be renewed for another two years as settled between the Central Library, Visva-Bharati, and the vendor. The final decision of Central Library, Visva-Bharati will prevail and will be binding on the vendor.
13. In case the services are not found satisfactory or if the Central Library, Visva-Bharati decides the contract can be terminated by giving one month's notice by Central Library, Visva-Bharati. No other claims will be payable if the contract is terminated.
14. AMC will be started after issuing the work order.
15. **The tender should be submitted in the Central Library, Visva-Bharati**
 - i. **The first "Technical Bid" and should contain**
 - 1.Satisfactory certificate from the clients
 2. Acceptance of terms and conditions as mentioned in the tender.
 3. Copy of the trade license, IT clearance, VAT, PAN, GSTN, last two years audited Accounts, etc.
 4. All other required documents.

ii. The second "Financial Bid" should contain only rates.

16. All disputes are subject to "Bolpur, Birbhum, W.B, jurisdiction" only.


University Librarian / Librarian
Central Library / Visva-Bharati
Visva-Bharati / Santiniketan
