KAMARAJAR PORT LIMITED

[A Company of Chennai Port Authority]

(Ministry of Ports, Shipping and Waterways – Government of India)

Vallur Post, Near NCTPS, Chennai – 600 120.

CIN : U45203TN1999PLC043322

TENDER NO: KPL/OP/25.07/A/2026

TENDER

For

ANNUAL MAINTENANCE CONTRACT (AMC) FOR PROVIDING RODENT CONTROL TREATMENT SERVICES TO THE KPL OFFICE BUILDINGS IN PORT AND CHENNAI

Due Date of Submission: 15:00 Hrs up to 04.11.2026

Date &Time of opening: 15:30 Hrs on 04.11.2026

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KAMARAJAR PORT LIMITED

(A COMPANY OF CHENNAI PORT AUTHORITY)

COMPETITIVE BIDDING

TENDER NO. KPL/OP/25.07/A/2026

NAME OF THE WORK	:	ANNUAL MAINTENANCE CONTRACT (AMC) FOR PROVIDING RODENT CONTROL TREATMENT TO THE OFFICE BUILDINGS INSIDE PORT AND TO THE CHENNAI OFFICE
LAST DATE & TIME FOR RECEIPT OF BIDS	:	**04.11.2026 UPTO 15.00 HOURS**
TIME & DATE OF OPENING OF BIDS	:	**04.11.2026 @ 15.30 HOURS**
PLACE OF OPENING OF BIDS	:	**KAMARAJAR PORT LIMITED,** O/o DGM(C) VALLUR (POST) CHENNAI-600 120 PH : 044-27950049

DGM (C)

1. NOTICE INVITING TENDER

TENDER FOR ANNUAL MAINTENANCE CONTRACT (AMC) FOR PROVIDING RODENT CONTROL TREATMENT SERVICES TO THE KPL OFFICE BUILDINGS IN PORT AND CHENNAI.

TENDER NO. KPL/OP/25.07/A/2026

1. Sealed tenders are invited by Kamarajar Port Limited from reputed Contractors for the work of "**Annual maintenance contract (AMC) for providing rodent control treatment services to the KPL office buildings in Port and Chennai**" in the prescribed form. The estimated cost put to tender is **Rs.4,38,000/- Excluding GST.**
2. Tender documents may be obtained from the **O/o Dy. General Manager (Civil), Kamarajar Port Ltd., Vallur Post, Chennai-600 120**, during office hours at free of cost.
3. The bidders at their own responsibility and risk are encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the tender. The costs of visiting the site shall be at the contractor's own expense.
4. The issue of tender document at the address specified above is from **22.10.2026** during working hours of the port. Viz., from 9.45 AM to 5.45 PM on all working days.
5. The complete tender document including drawing if any, is available in Port website: **www.kamarajarport.in** The tender document may download and submit as offer on or before the due date and time of submission.
6. The bidder shall pay **Rs.9,000/- (Rupees Nine thousand only),** towards **"EMD / Bid Security"** in the form of **Demand Draft**, drawn in favour of **"Kamarajar Port Limited"** from any Nationalized/Schedule Bank (except Co-operative Banks) encashable at Chennai. The Demand Draft should be submitted along with the submission of Tender document.
7. **No tender will be considered for evaluation which is not accompanied with Demand draft amounting to Rs.9,000/- towards "EMD / Bid Security".**
8. **Agencies registered with MSME / NSIC with valid certificate shall be exempted from submission of "EMD / Bid Security".**
   Note: A copy of the registration certificate with MSME / NSIC shall be submitted along the submission of tender document for claiming exemption from submission of "EMD / Bid Security".
9. The Employer do not bind themselves to accept the lowest or any tender and reserve the right to accept any tender in part or to reject any tender without assigning any reason thereof.
10. **Submission of Bids:**
    a) The bidder is required to submit bids directly in the "**TENDER BOX**" placed in the "**Administrative Office Building inside the Port**" in sealed cover along with **EMD / Bid Security** with clear marking of bidder details. The cover should be marked with tender Name & No., due date and bidders postal address and the cover to be addressed to **"The Deputy General Manager (Civil), Kamarajar Port Limited, Vallur (Post) Chennai 600 120"** and should reach KPL not later than **15:00 Hrs** on or before **04.11.2026.**

    b) Response received, without bearing the bidder address will not be entertained. Bid submitted by bidder's authorized representative should accompany with ink signed authorization letter of the bidder.

c) Bid received after the due date and time specified in the tender shall be considered as Late Bid and will not be considered.

d) KPL will not be responsible for loss or delay in receipt of Bid documents / Bid in transit or any other postal delay. KPL reserves the right to reject late or incomplete bid.

11. **Eligibility Criteria:**

Bidding is open to all eligible bidders meeting the eligibility criteria and Bidders are advised to note the Minimum qualification criteria specified below to qualify for the award of the contract.

11.1.1 Average annual financial turnover of the firm during the last three years ending till the previous year of tender notification should be at least **Rs.1,31,400/-.**
***The Bidder should submit the copies of Balance Sheet & Profit and loss account duly signed by the Auditor*.**

11.1.2 Experience of having successfully completed similar works during the last 7 years (before the date of invitation of tender) should be either of the following:

(a) Three Similar completed works each costing **Rs.1,75,200/- (excluding GST) (40% of Estimated cost) OR**

(b) Two Similar completed works each costing **Rs.2,19,000/- (excluding GST) (50% of Estimated cost) OR**

(c) One Similar completed work each costing **Rs.3,50,400/- (excluding GST) (80% of Estimated cost).**

The Bidder should submit the copies of Work order / LoA & Completion Certificate to substantiate the above eligibility Criteria.

Note: "Similar Work" means having experience in Rodent / Pest / Anti-termite Control services to Port Sector / State Government / Central Government / Central or State PSU's / Private organisations.

THE BIDDER WHO DOES NOT MEET OUT THE ABOVE ELIGIBILITY CRITERIA, THAT BIDDER'S PRICE BID WILL NOT BE CONSIDERED FOR EVALUATION.

12. **Bid Opening and Evaluation:**
On the due date and appointed time, the received tenders will be opened by the constituted Tender Committee. In the event of the specified date for Bid opening declared a holiday by the Employer, the Bids will be opened at the appointed time and location on the next working day. The tenders will be opened at Kamarajar Port Limited, Vallur Post, Chennai-600 120 at the specified date.

13. **Performance Security**

13.1 Performance Securities should be 5% of Contract price and submitted as **Demand Draft** within 14 days of Issue of Work Order.

13.2 The 5% of the Performance Security will be refunded one month after the completion of contract period and payment of final bill.

13.3 Failure of the successful bidder to comply with the "Submission of Performance Security" shall constitute sufficient grounds for cancellation of the award.

DGM (Civil)
Kamarajar Port Limited

2. GENERAL DISCRIPTION OF WORK:

Kamarajar Port Limited consists of following buildings inside the Port Premises and in Chennai. During the recent past, it is noticed that there is an increased movement of Rat, Mice & Bandicoot Rats which are causing damage to the office properties, electrical cables & furniture through their gnawing activities.

To ensure a rodent free environment, it is proposed to initiate Annual Maintenance Contract (AMC) for Rodent Control Treatment services to the following KPL office buildings in Port and Chennai to control the Rats & Bandicoots menace:

A. KPL Offices - Inside Port Premises

1) Port Administrative building (Ground + 1 floor)
2) Customs & Immigration Building (Ground + 1 floor) (Near Port Administrative office building)
3) Canteen & Occupation Health Centre Building (Ground floor)
4) Neithal Guest House (Ground floor)
5) Signal Tower Building (Ground + 6 floors)
6) Pass Section Building (Ground + 1 floor)
7) Gate Complex Building (Ground floor)
8) Car parking yard building (Ground +2 floors)
9) Customs Building (Ground + 1 floor) – At truck parking yard
10) Fire Station Building (Ground floor)
11) Rest room building (at General Cargo Berth)

B. KPL Offices – At Chennai

12) Jawahar Building (G.F, 2nd & 3rd floor)
13) Central Documentation Complex (1st Floor)- North Wing

Note: a) Port office is located at Kamarajar Port Ltd., Vallur Post, near North Chennai Thermal Power Station (N.C.T.P.S) Chennai – 120.
b) City office is located at Kamarajar Port Ltd., No.17, Ground, 2nd & 3rd Floor, Jawahar building, Rajaji Saalai, Chennai – 01.

3. SPECIAL CONDITIONS OF THE CONTRACT

1. The contract is for a period of 1 year (i.e. 12 months) commencing from 7th day of placing the order / or the actual date of commencement of work whichever is earlier. Subsequently, the contract period may be extended, if required, at the discretion of the Port for a further period of 3 (Three) months with the prevailing rates without prejudice to the conditions of contract.

2. The work is to be carried out in a way, not to cause any hindrance /disturbance to the day-to-day work. The bidder must take all precautions and measures to ensure safety to the working personnel and issue essential personal protective equipment (PPE) like Aprons, Mask, Gloves etc.

3. The AMC payment will be made on Service monthly basis only. The contractor has to submit the "Tax Invoice" along with bill abstract and copy of Service record duly signed by the beneficiary in the prescribed format on completion of every service month. The contractor is not entitled to receive any advance payment.

4. The contractor must arrange his own watch and ward for the safety and security of materials brought to the site and against any damage.

5. Only vehicles licensed by the Port will be allowed inside the Port premises. Two-wheelers are not allowed to enter the port premises.

6. Online RFID gate pass system is available for admission into the Port premises and is regulated by issue of RFID tags, passes for the contractor, his staff, labour, and materials on payment basis. These passes shall be accompanied by RFID identity cards valid for daily, weekly, monthly and yearly basis on the period of the contract. The identity card contains personal details of the labour (including photograph), Aadhaar number, name of the work, name of the contractor, duration, etc. In case the contract is extended, necessary endorsement should be made by the concerned Engineer or his representative on the identity card regarding the extension of the contract period. The contractor is solely responsible for all the details incorporated in the passes and the identity cards and the KPL is indemnified against their misuse. The entry passes shall be produced at the time of entry and any other time when demanded by the CISF personnel or department officials.

7. The standard operating procedure is available in the RFID link in port website ***www.kamarajarport.in/content/innerpage/rfid.php***

8. KPL reserves to itself right to amend /alter/omit/modify /the specification of the works at any stage of the contract period.

9. Quantities furnished in the schedules are only approximate and can be increased or decreased at the discretion of the KPL. However, the consequent variation in the total quote price will be limited to (+/-) 10% and quoted rates are firm for such variation.

10. The materials used for the work shall be of good quality and approved make /manufacture and as per the specifications which will be approved by KPL Engineer. All the materials and work shall comply with relevant manufacturer's specifications and procedures.

11. The contractor shall engaged skilled labours, necessary tools, accessories to complete the works.

    The Contractor's quoted rate shall be inclusive of all taxes, levies, duties etc., **except GST** and inclusive of all materials to be procured by the contractor including labour, tools, plants, etc. The GST will be reimbursed by KPL on reflection in GST Portal.

    The rates and prices quoted by the bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

12. **The contractor must make visits to the KPL building sites on weekly basis during every service month, failing which pro-rata recovery will be effected for the number of absences. In addition to the above, the contractor must visit the site as and when KPL informs about a rodent menace failing which pro-rata recovery / penalty will be effected in the service contract bill.**

    The contractor should maintain a separate log sheet for each building specifying the location, date, Time in, Time out etc. of the weekly service rendered and the sheet will be checked and signed by the KPL Engineer on every service.

13. The contractor must make his own arrangement for storing the material and tools.

14. The work shall be done to the entire satisfaction. The work shall be done in accordance with the specifications and other conditions.

15. The KPL may cancel the contract at his opinion at any time without notice for any reason including poor progress of the work and may remove bad work or materials and have it replaced deducting the value of the work rejected or material removed of the cost of replacing it as he may think proper from any amount due or that may think proper from any amount due or that may become due to the contractor. The decision of the KPL is final and will be binding on the contractor.

16. The contractor shall be responsible for any accident and damage. The contractor shall be solely responsible for reporting to the KPL and Police Department immediately of any serious or fatal accident inside the Site to any of his employees / workmen engaged by him or any person involved in accident of the work.

17. **Site Visit-** The bidder is advised to visit and inspect the site of works and its surroundings and obtain for himself on his own responsibility all information that may be necessary for preparing the tender for the execution of the works. The costs of visiting the site shall be borne by the bidder. Permission, if required , to visit the site, will be given during the tender period on application to:
    The Deputy General Manager (Civil), Kamarajar Port Limited, Vallur (Post) Chennai 600 120.

18. The work shall be carried out without causing any inconvenience to the KPL and to other works in progress in the neighborhood places of the KPL.

19. The work shall be carried out only during KPL's working days between 10.00 A.M and 5.00 P.M

20. All payments made by KPL to the contractor for the work shall be rounded of the nearest rupee.

DGM(C)

Kamarajar Port Limited

4. BILL OF QUANTITIES
ANNUAL MAINTENANCE CONTRACT FOR PROVIDING RODENT CONTROL TREATMENT SERVICES TO THE KPL OFFICE BUILDINGS IN PORT AND CHENNAI

1.	**Providing Pied piper Service to the following buildings of Kamarajar port for indoor areas by identifying the routes and placing the "Trouble Gum", Rodent control glue traps, trap boxes etc., at prominent locations monitoring the pads / traps using boxes, inside / outside the building, closing / ceiling of all the rat entry points etc.,** *Note: The service frequency is once in a week. The methodology & materials to be used in the work should be taken approval from KPL Engineer.*				
(1)	**Description of the Buildings (2)**	**Unit (3)**	**Quantity (4)**	**Unit Rate Per month Rs P (Excl. GST) (5)**	**Amount Rs P (Excl. GST) (4) x (5)**
A	**INSIDE PORT PREMISES**				
1.	Port Administrative Building (Ground + 1 floor)	Per Month	12		
2.	Customs & Immigration Building (Ground + 1 floor)	Month	12		
3.	Canteen & Occupation Health Centre Building (Ground floor)	Month	12		
4.	Neithal Guest house (Ground floor)	Month	12		
5.	Signal tower Building (Ground + 6 floors)	Month	12		
6.	Pass Section building (Ground +1 floor)	Month	12		
7.	Gate complex building (Ground floor)	Month	12		
8.	Car Parking yard building (Ground +2 floors)	Month	12		
9.	Customs Building (Ground +1 floor) At Truck Parking Yard.	Month	12		
10.	Fire Station building (Ground floor)	Month	12		
11.	Rest room building (at General Cargo berth)	Month	12		
B	**AT CHENNAI**				
1.	Jawahar Building (Ground, 2nd & 3rd floor)	Month	12		
2.	Central Documentation Complex (1st Floor)-North Wing	Month	12		
	# Total (Excluding GST)				
	GST				
	Grand Total (Including GST)				

#Rupees.....
.....Only, Excluding GST.

Signature of the Tenderer with seal

DGM(C)
Kamarajar Port Limited