

**Government of West Bengal
Directorate of Agricultural Marketing**

P-16, India Exchange Place Extension,
4th Floor, K.I.T. Building, Kolkata 700 073

Phone No. 033-2225 3889/2225 3484; Fax- 033-2225 3484

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NIQ No. 03/DAM/2026

Date 11/09/2026

NOTICE INVITING QUOTATION (NIQ)

Sealed quotations are invited from reputed, eligible and experienced firms/agencies/individuals capable of providing comprehensive **Pest Control and Rodent Control Services** for the Office of the Director of Agricultural Marketing, Government of West Bengal.

The contract/agreement will be valid up to **31.03.2027**, subject to satisfactory service and adherence to government norms.

Rates must be quoted inclusive of all taxes (including GST), chemicals, labour, transport, and other incidental charges. Rates should be written clearly in both figures and words in the prescribed format below:

Sl. No.	Description of Work	Frequency / Schedule	Quoted Rate per Month (Inclusive of GST & all charges)	Total Amount up to 31.03.2027 (Inclusive of GST)
01	Comprehensive Pest Control and Rodent Control Services (including Anti-Termite, General Pest Control, Cockroach and Rodent Management) across office rooms, corridors, record rooms and premises of Office of the Director of Agricultural Marketing, West Bengal, P-16, India Exchange Place Extension, 4 th Floor, K.I.T. Building, Kolkata 700 073	Twice a month (Bi-monthly) or as instructed	Rs. _____ (in words: _____)	Rs. _____ (in words: _____)

Important Dates & Submission Details:

- **Last Date & Time of Submission:** 18th September, 2026 up to 02:00 PM
- **Opening of Quotations:** 18th September, 2026 at 03:00 PM
- **Place of Submission:** Sealed quotations must be dropped in the designated Tender/Quotation Drop Box kept at the **Office of the Director of Agricultural Marketing, West Bengal, P-16, India Exchange Place Extension, 4th Floor, K.I.T. Building, Kolkata 700 073** within the stipulated date and time.

Eligibility Criteria & Statutory Documents to be Submitted:

Bidders must submit self-attested photocopies of the following documents along with their sealed quotation:

1. Valid Trade License issued by a competent municipal/local authority.
2. GST Registration Certificate and PAN Card.

3. Income Tax returns for the last financial year.
4. Certificate of Incorporation / Partnership Deed (if applicable).
5. Valid Pest Control / Insecticide License issued by the competent authority.
6. **Credential:** Proof of completed execution of similar nature of work in Government Departments, Public Sector Undertakings (PSUs) or reputed autonomous bodies within the last 24 months, supported by completion certificates issued by the Head of Office or an authorized signatory.

Terms & Conditions

1. Only non-hazardous, eco-friendly and government-approved chemicals/formulations should be used. Work must be carried out without disturbing normal office work.
2. The Quotation Selection Committee reserves the right to accept or cancel any or all quotations without assigning any reason whatsoever.
3. Payment will be released on a periodic basis upon receipt of satisfactory service reports and availability of budget allotment.
4. Canvassing in any form will lead to immediate disqualification.

11/09/26
Director of Agricultural Marketing
West Bengal