



# दि न्यू इंडिया एश्योरन्स कंपनी लिमिटेड

(भारत सरकार का उपक्रम)

## THE NEW INDIA ASSURANCE COMPANY LIMITED

(Government of India Undertaking)

क्षेत्रीय कार्यालय : शारदा सेंटर, दूसरी मंजिल, नळ स्टॉप के पिछे, कर्वे रोड, पुणे 411 004

Regional Office : Sharada Centre, 2nd Floor Behind Nal Stop, Off. Karve Road,  
Pune 411 004 • CIN NO. L66000MH1919GOI000526

GSTIN No. 27AAACN4165C3ZP • IRDA Regn. No. 190



Phone : (020) 6767 5700

Website : [www.newindia.co.in](http://www.newindia.co.in)

Ref: 16/PUNE/EST&ESTAB/25-26

Date: 09/02/2026

### TENDER NOTICE

**Subject: Annual Maintenance Contract for General Pest Control & Rodent Control Services for our various office & company owned residential premises.**

The New India Assurance Co. Ltd., Pune Regional Office invites sealed enveloped quotations from the interested parties for the work titled "Annual Maintenance Contract for General Pest Control & Rodent Control Services for our various office & company owned residential premises." (List Attached) The bid is to be address to below mentioned:

**Regional Manager  
Estate & Establishment Department  
2nd floor, Sharda Center, Off Karve Road,  
Behind Nal Stop, Pune-411004**

**General terms and conditions of the contract will be as under:**

1. Maintenance contract shall be for 3 years which can be extended for further period unless terminated by the Company / extended with mutual consent.
2. Lists of our Offices and residential accommodation is attached herewith wherein the proposed requirement of services is also mentioned.



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3. Rates to be given in the attached sheet "Commercial Bid" only which must be duly stamped and signed.
4. For determining L1 vendor combined price of Pest and Rodent control services will be considered.
5. Prices must be inclusive of cost of material & labor charges. Any taxes including GST will be paid extra.
6. Payment shall be made on a monthly basis subject to satisfactory completion of work. If at any stage during the contract the work is found to be not satisfactory the company reserves the right to cancel the contract without issuing any notice and assigning any reason whatsoever.
7. Sealed Enveloped Quotation in prescribed format as instructed, must be submitted to the Tender box lying on 2nd floor, Sharda Center, Off Karve Road, Behind Nal Stop, Pune-411004.
8. **Tender Fee: 590 (Non Refundable)**  
The payment to be made by  
DD/pay order in favour of "The New India Assurance Co. Ltd." payable at Pune or NEFT  
NEFT Details: Bank Name: Axis Bank Ltd.  
Account no. 910020015506768  
IFSC Code: UTIB0000073
9. Earnest Money Deposit: Rs. 5,000 (Exempted for Micro & Small Enterprises)- To be deposited by only L-1 Bidder on issuance of work order.
10. Successful L-1 bidder will enter into service agreement on Non-judicial stamp paper of Rs. 500/- mentioning the terms and conditions of service contract with NIACL.



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11. Successful selected bidder services can be utilized by various operating offices from Kolhapur, Nashik, Satara, Sangli, Ahmednagar under Pune Regional Office on the same rates, terms & conditions on as & when required basis. The separate work order will be issued by the concerned office for the specific requirement.

12. For any clarification / assistance please contact the Estate & Establishment Department, Pune Regional Office at above said address or by phone call on 020-67675754. The management of this company (NIA) reserves the right to accept or reject any or all the tenders without assigning any reasons thereof. Conditional tenders will not be accepted. Tender notice is part of the tender. All updates, corrigendum, addendum etc. will be published on our official web-site of NIA (<https://www.newindia.co.in/portal/TenderNotice>).

13. Company has all the rights to terminate the contract in case:

1. The pest control work attended at site is found ineffective again and again by the department.
2. Repeated complaints from the residents of Quarters of New India Assurance regarding the ineffectiveness of the treatment or misbehaviour.
3. If the complaints are not being attended in the stipulated time specified.
4. **Bidders should be based/registered at the office from Pune City for coordination and convenience purposes.**

- The department will notify you of the required service via phone or email, and it must be attended on the same day. For the same a dedicated phone number & email id must be provided.
- To process the bill, a thorough service report/satisfaction note for each service performed must be submitted with it.

14. **Arbitration:** All dispute and difference whatsoever arising between the parties out of or



Handwritten signature or mark.



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relating to the construction meaning and operation or effect of the contract or on the breach thereof shall be referred to the Regional Manager, Estate & Establishment NIACL, Pune or his/her nominees who will act as the sole arbitrator.

### 15. Acceptance of Offer

- NIACL reserves the right to accept or reject highest bid without assigning any reason and may sell the material to one or more than one tenderer as it may deem fit and no claim / complaint in this regard from the highest bidder will be entertained.
- The successful bidder will be intimated about acceptance of their offer under Registered Post /Telephonically/Email.
- The tenderer should return the duplicate copy of the Sale Order duly signed and stamped as token of acceptance.

Regional Manager



Estate & Establishment Department

Pune Regional Office (150000)

(III) SEALED TENDER

**Commercial Bid for Annual Maintenance Contract for General Pest Control & Rodent Control  
Services for our various office & company owned residential premises**

**(In Firm's/Company's/Buyer's Letter Head)**

From (Company/Firm/Buyer Address):

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.....

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To,

**The Regional Manager  
Estate & Establishment  
NIACL, Pune Regional Office,  
2nd Floor, Sharda Center, Off Karve Road,  
Behind Nal Stop, Pune-411004**

With reference to above Tender Notice (Ref: 16/PUNE/EST&ESTAB/25-26 dated 09/02/2026), I/  
We (Name and Address of the Firm/ Tenderer) offer our rate/price as mentioned below:

**Commercial Bid**

S. NO	OFFICE CODE	NAME / TYPE	ADDRESS	Type of Treatment- Frequency	Rate (Exclusive of GST)
1	150000	PUNE REGIONAL OFFICE (Office)	PUNE REGIONAL OFFICE Sharda Centre, 2nd Floor, Near Nal Stop, Off Karve Rd., PUNE - 411 004.	1. General Pests/Insects Control- <b>Monthly</b> 2. Rodent Control- <b>Monthly</b> 3. Air Sterilization- <b>Monthly</b> 4. Vector Control (Mosquitoes/insects)- <b>Fortnightly</b> 5. Fungus Management - <b>As &amp; when required</b> 6. Termite Control (Spot Treatment/Drilling Treatment) - <b>As &amp; when required</b>	1.
					2.
					3.
					4.
					5.
					6.
2	150001	Pune Claims Hub (Office)	PUNE CLAIMS HUB, 572/575, Sadashiv Peth, Shanta Commercial Complex, Near Gokhale Hall, Laxmi Road, PUNE - 411 030.	1. General Pests/Insects Control- <b>Monthly</b> 2. Rodent Control- <b>Monthly</b> 3. Air Sterilization- <b>Monthly</b> 4. Vector Control (Mosquitoes/insects)- <b>Fortnightly</b> 5. Fungus Management - <b>As &amp; when required</b> 6. Termite Control (Spot Treatment/Drilling Treatment) - <b>As &amp; when required</b>	1.
					2.
					3.
					4.
					5.
					6.

3	150000	Chanakya Guest House (Residence)	NEW CHANAKYA COOP SOCIETY , FLAT NO 01, BUND GARDEN ROAD, NEAR AXIS BANK, PUNE 411001	1. General Pests/Insects Control- <b>Quarterly</b>	1.
				2. Bedbug Control - As & when required	2.
				3. Vector Control (Mosquitoes/insects)- <b>As &amp; when required</b>	3.
				4. Fungus Management - <b>As &amp; when required</b>	4.
4.	150000	Kamaltara Guest House (Residence)	NEAR HOTEL MADHUBAN, DHOLE PATIL ROAD, PUNE 411001	1. General Pests/Insects Control- <b>Quarterly</b>	1.
				2. Bedbug Control - <b>As &amp; when required</b>	2.
				3. Vector Control (Mosquitoes/insects)- <b>As &amp; when required</b>	3.
				4. Fungus Management - <b>As &amp; when required</b>	4.
5	150000	(Flat No 02) Bilwakunj Apartments	Bilwakunj Apartments Association Off ILS Law College Road, Prabhat Road, Erandwane, Pune	1. General Pests/Insects Control- <b>Quarterly</b>	1.
				2. Bedbug Control - <b>As &amp; when required</b>	2.
				3. Vector Control (Mosquitoes/insects)- <b>As &amp; when required</b>	3.
				4. Fungus Management - <b>As &amp; when required</b>	4.
6	150000	(Flat No 04) Bilwakunj Apartments	Bilwakunj Apartments Association Off ILS Law College Road, Prabhat Road,	Same as above	Same as above

			Erandwane, Pune (Flat No 04)		
7	150000	(Flat No 513)	Mihir Apartment Bhairabanala Hadapsar Road Pune	Same as above	Same as above
8	150000	(Flat No 207)	Mihir Apartment Bhairabanala Hadapsar Road Pune	Same as above	Same as above
9	150000	(Flat No D-2)	Konark Enclave, Boat Club Road, Pune 411001	Same as above	Same as above
10	150000	(Flat No 58)	Guruprasad Co-op Housing Society, Boat Club Road, Pune 411001	Same as above	Same as above
11	150000	(Flat No 59)	Guruprasad Co-op Housing Society, Boat Club Road, Pune 411001	Same as above	Same as above
12	150000	(Flat No 3)	Ganatra Co-op Housing Society Ltd, Market Yard, Gultekdi, Pune 411037	Same as above	Same as above
13	150000	(Flat No 13)	Ganatra Co-op Housing Society Ltd, Market Yard, Gultekdi, Pune 411037	Same as above	Same as above
14	150000	(flat No 14)	Ganatra Co-op Housing Society Ltd, Market Yard, Gultekdi, Pune 411037	Same as above	Same as above
15	150000	(Flat No 15)	Ganatra Co-op Housing Society Ltd, Market Yard, Gultekdi, Pune 411037	Same as above	Same as above
16	150000	(Flat No 16)	Ganatra Co-op Housing Society Ltd, Market Yard, Gultekdi, Pune 411037	Same as above	Same as above
17	150000	(Flat No 4)	Ganatra Co-op Housing Society Ltd, Market Yard, Gultekdi, Pune 411037	Same as above	Same as above

18	150000	(Flat No A-10)	Vastusundar Co-op Housing Society, Parihar Chowk, Aundh, Pune	Same as above	Same as above
19	150000	(Flat No B10)	Vastusundar Co-op Housing Society, Parihar Chowk, Aundh, Pune	Same as above	Same as above
20	150000	(Flat No B7)	Vastusundar Co-op Housing Society, Parihar Chowk, Aundh, Pune	Same as above	Same as above
21	150000	(Flat No B9)	Vastusundar Co-op Housing Society, Parihar Chowk, Aundh, Pune	Same as above	Same as above
22	150000	(Flat No B-11)	Vastusundar Co-op Housing Society, Parihar Chowk, Aundh, Pune	Same as above	Same as above

#### **DECLARATION**

I/ we have fully understood the above Terms & Conditions of the Tender which are returned herewith duly Signed by me / us as token of having accepted the same and I / We have made our offer keeping in view these Terms & Conditions.

Signature of the Tenderer

Full Name and Seal with Place & Date: