

# **REGIONAL CENTRE FOR BIOTECHNOLOGY**

NCR-Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad-Gurgaon Expressway, Faridabad-121001

Phone No. +91-129-2848800, Email: \_\_\_\_\_ Website: [www.rcb.res.in](http://www.rcb.res.in)

## **TENDER DOCUMENT**

**FOR**

**DEVELOPMENT AND MAINTENANCE OF HORTICULTURE (LANDSCAPING & GARDENING) WORKS**

**AT**

**NCR-Biotech Science Cluster,**

**3rd Milestone, Faridabad-Gurgaon Expressway, Faridabad-121001**

**Tender No. RCB/ 04-05/ 01/NIT/ 01/2016-17**

**Tender Inviting Authority:**

**Executive Director, RCB**

**Fax: +91-129 – Tel: +91-129-2848802**

**E-Mail: \_\_\_\_\_ Visit us at [www.rcb.res.in](http://www.rcb.res.in)**

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## NOTICE INVITING TENDER [NIT]

TENDER DOCUMENT No. RCB/04-05/01/NIT/ 01/ 2016-17

Sealed tenders under Two Bid Systems (separate Technical & Financial Bids) are invited for the "Development and maintenance of the Horticulture (Landscaping & Gardening) works" at NCR Biotech Science Cluster, Faridabad.

<b>Sale of Tender Document</b>	<b>From 17<sup>th</sup> May 2016 to 07<sup>th</sup> Jun 2016</b> only during working days and office hours only during 11:00 Hrs. to 16:00 Hrs. The Tender document can also be downloaded from our website <a href="http://www.rcb.res.in">www.rcb.res.in</a> or <a href="http://www.thsti.res.in">www.thsti.res.in</a> .	
<b>Cost of Tender Document</b>	Rs. 1500/- (Rupees One thousand five hundred only) in the form of a demand draft favouring " <b>Executive Director, Regional Centre for Biotechnology</b> ", payable at Faridabad, from nationalized bank only, which is <b>non - refundable</b> . The tender document can also be downloaded from RCB/ THSTI website ( <a href="http://www.rcb.res.in">www.rcb.res.in</a> & <a href="http://www.thsti.res.in">www.thsti.res.in</a> ). In such case the tenderer shall enclose cost of tender document by separate DD along with tender in a separate envelop super scribed "Cost of Bid Document"	
<b>Estimated Cost</b>	<b>Rs. 27 Lakhs</b>	
<b>Earnest Money Deposit</b>	Rs. 55,000/- by DD/ FD in favour of Executive Director, Regional Centre for Biotechnology payable at Gurgaon from any Nationalized bank.	
<b>Period of contract</b>	One Year, extendable for another 1 year upon satisfactory services	
<b>Last Date &amp; Time of Submission of bids</b>	<b>07<sup>th</sup> Jun 2016 at 15:00 Hrs.</b>	
<b>Location for submission of Tender</b>	RCB, Reception Office Tender Box	
<b>Pre-bid meeting</b>	02 Jun 2016 at 1500 Hrs at RCB	
<b>Date of Opening</b>	Technical Bid – Cover 1: <b>07<sup>th</sup> Jun 2016 at 15:30 Hrs.</b> & Financial Bid – Cover 2: The dates and venue of opening Financial bid documents will be informed subsequently on completion of the Technical Evaluation. This will be notified on the website.	
<b>Contact No./ Person</b>	Mr. RK Rathore Executive Engineer Ph - 0129 2848800/ 2848810	Mr. Prashant Bhujbal Finance Manager, CDSA

The Executive Director, Regional Centre for Biotechnology Faridabad reserves the right to accept/ reject any or all the tenders without assigning any reason therefore.

**Senior Manager (A&F)**

## DETAILED TENDER

### **NAME OF WORK: Development and maintenance of the Horticulture (Landscaping & Gardening) works at NCR Biotech Science Cluster, Faridabad.**

The NCR Biotech Science Cluster, Faridabad has been set up in the 40 acres campus (in the present phase) near 3<sup>rd</sup> Milestone, Faridabad-Gurgaon Expressway (Village Bhankri), Faridabad. The topography area is undulated, rocky terrain, semi-rocky and semi-arid toward western stretch of Bhadkal Lake and Village Bhakri at Faridabad. The Cluster remains seat for 2 key national institutions (viz., RCB & THSTI) along with central amenities common for both the institutions.

Sealed tenders are invited under the Two Bid System for the “Development and maintenance of Horticulture works” at the NCR Biotech Science Cluster, Faridabad.

- A. Technical Bid ----- Envelope -1
- B. Financial Bid ----- Envelope -2

### **1.0 ELIGIBILITY CRITERIA**

*[The Envelope 1 shall contain Documentary proof of the following, which must be submitted along with Technical bid]*

The Agency/ Service Provider shall be:

- a) A registered agency with the Govt. Authority (central/ state) for the purpose of undertaking Horticulture & related Works.
- b) The agency have undertaken horticulture & landscaping work for last 5 years with the Govt. organizations, autonomous bodies including PSUs, educational institutions & research institutions funded by the Govt. of India or reputed MNC
- c) Registered with PF, ESI Income Tax & such statutory authorities in the execution of such activities
- d) Having its registered office in Delhi-NCR.
- e) Have an average turnover of Rs.20 Lakhs for last three years
- f) Have executed at least one similar work at the cost of Rs.21.6 Lakhs or 2 works of at least 16.2 lakhs in the last 3 years.
- g) Firm shall have solvency of Rs.15 Lakhs, issued by the nationalized bank or recognized bank as approved by RBI.

The following documentary proof of the registered firm shall be submitted with the Technical bid:

- a. **Registration** Certificate of the Firm/ agency with the authorities of the **state/ central government**
- b. Copies of Work order for **last 5 years** having undertaken the horticulture & landscaping work with Govt./Autonomous Bodies/ Govt. Funded Research Institutions or reputed MNC.
- c. Proof of Registration with PF & ESI Authorities.
- d. Copies of PAN / TIN in **name of firm** as applicable.
- e. Proof of having filed ITR / **Income Tax** return for **last three** years. 2012-13, 2013-2014, 2014-2015.
- f. Copies of the balance sheet, profit & loss account and the auditors' report for the last three years.
- g. Copies of the Work Order **having executed** at least one similar work with the cost of Rs. 21.6 Lakhs or two works of Rs 16.2 Lakhs during the last three years.( Attach completion Certificate issued by Executive Engineer or Head of department)
- h. Submit solvency certificate for Rs. 15 Lakhs issued by nationalized bank not earlier than six months.
- i. Firm/ agency must disclose:
  - i. Whether proprietor/ partner/ company/ agency are defaulter with Department Biotechnology and/ or with any other Corporation of Delhi Government/ Central Government (Provide declaration on letter head of agency).
  - ii. Whether any show cause notice has been issued to such agency/ company pertaining to any dispute and its status at the time of submitting tender? (Provide declaration on letter head of agency).
  - iii. Whether proceeding are pending before any forum/ tribunal/ courts/ commission. If so, nature and detailed of such disputes be stated specifically.

## 2.0 CRITERIA FOR EVALUATION OF THE TECHNICAL AND FINANCIAL BID

**Evaluation of the technical bid:** The technical bid marked as Envelope – 1 will be opened first and will be evaluated on the following parameters:

### 2.1 Technical Bid Evaluation:

	Description: Attributes	Parameters for Evaluation & Score distribution
a.	Financial strength (i) Average annual (last three years) turnover Rs. 27 Lakhs/ year [15 marks] (ii) Solvency Certificate Rs. 15 Lakhs [15 marks]	<b>[30]</b> (i) 60% marks for minimum eligibility criteria (ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) – on pro-rata basis for similar works.
b.	The agency must have executed at least one similar work of the cost of Rs. 21.6 lakhs or two works of Rs. 16.2 Lakhs during the last three years	<b>[30]</b> (i) 60% marks for minimum eligibility criteria (ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) – on pro-rata
c.	Registration with Income Tax, PF & ESI Authorities.	<b>[6]</b>
	Registration with Labor Dept.	<b>[4]</b>
d.	Registered Office in NCT of Delhi/ Faridabad/ Gurgaon	<b>[10]</b>
e.	Staff & Skilled Manpower (nos.) Horticulture (graduate & PG) 2 & more on their roll & 5 Diploma & Certificate holders	<b>[10]</b>
f.	Performance based on reports/ visits/ presentation(s)	<b>[10]</b>
	(i) Excellent	10
	(ii) Very Good	08
	(iii) Good	06
	(iv) Fair	04
	(v) Poor	0
	<b>Total</b>	<b>100 Marks</b>

**The bidders who score a minimum of 60 marks or above of in the technical evaluation will be declared technically qualified and will become eligible for opening of the financial bids. All other bidders who fail to score the **minimum qualifying marks as prescribed will be disqualified from the tendering process.****

### 2.2 Financial Bid Evaluation:

The financial bids of all the technically qualified bidders will be opened on a given date and time to be notified on our website. The bidder with lowest financial figures as per the “Schedule –A” of the financial bids will treated as the L1 bidder and will become eligible for award of the maintenance contract. The price mentioned at “Schedule-B” of the financial bids may be added for the comparison purpose for arriving at the L1 bidders.

However, Centre reserves the right to enter into separate rate contract for each schedule (i.e , Schedule A & B) of the price bid with the different bidders in case the individual offers for each schedule are found to be more economical than the combined offer for both the schedules of the financial bid. In both such cases, the contract will be awarded for the period of one year.

### 3.0 The General Conditions

- 3.1 The bid which has not complied with one or more of the condition laid in this tender will be summarily rejected.
- 3.2 Conditional bids will be summarily rejected.
- 3.3 The technical bids will be evaluated on the basis of the technical specifications by an expert committee constituted by RCB. The authority for the acceptance of the tender rests with the RCB.
- 3.4 Financial bids of only technically qualified bidders will be opened for evaluation in the presence of qualified bidders.
- 3.5 In case separate rate contract is awarded for "Schedule-B" of the price bid, the rates so quoted, shall remain fixed for the entire duration of the contract. The rate contract holder will be under obligation to supply all the items that are ordered by the Institute during the rate contract period. Non fulfillment of this condition by the rate contract holder may result in forfeiture of the EMD/bank guarantee.

However, RCB shall not be bound to accept the lowest or any other tender or to assign any reason for non-acceptance or rejection of a tender. RCB reserves the right to accept any tender in respect of the whole or any portion of the work specified in the tender paper. Even though any bidder may satisfy the above requirements, the tenders will be liable for disqualification for the following reasons:

- a) misleading to or present false representation or deliberately withheld information in the forms, statements and enclosures required in the eligibility criteria document
- b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.

### 3.0 SCOPE OF THE WORK:

The scope of the work for the Annual Maintenance of the Horticulture work shall cover outdoor plants and green carpets, planted saplings and related work. This shall also include maintenance of indoor plants already in place through watering, manuring, seasoning, pruning, trimming and related works to be undertaken on a periodic manner.

The scope of the agency shall be deploying suitable skilled & trained manpower for undertaking the specific activities over a period of time. The objective of the landscaping tender is to create an ambient natural surrounding at NCR bio cluster enhancing the aesthetics thus pleasing the visitors, the staff and faculty working and visiting the campus. Beautification of the campus is another important objective of the present tender. The specific activities to be undertaken covering actual horticulture work, reporting and recording of information that may be needed for future expansion and activities include the following:

#### a) Development of Lawns at the designated areas:

- (i) Clearing landscape area including uprooting of rank vegetation, Grass, bushes, wood, trees and saplings of girth up to ground level.
- (ii) Removal of all rubbish outside the Zone area to dumping yard in the Premises.
- (iii) Disposal of all garbage's to be collected and buried in a vermi culture compost pit of size 2 M (Depth)x 8 M Length and 8 M Width
- (iv) Dried trees in the areas identified for development of landscapes to be removed from root zone minimum 4 Feet's below the soil surface.
- (v) Supply of good garden soil & spreading the same uniformly in the garden area.
- (vi) Supply of well decomposed cow-dung manure & spreading the same over the prepared garden area
- (vii) The newly developed lawn should be maintained during the contract period on the same. During the maintenance period the following to be applied monthly: -
  - a. Manures.
  - b. Fertilizers comprising Urea and DAP
  - c. Insecticides, fungicides and other pesticides as per the requirement.

#### b) Planting of trees

- (i) Digging of pits 2.5 feet each length and width with 4 feet depth for trees.
- (ii) Removal of the old soil and filling the pits with good earth nicely mixed with organic manure, neem cake 5 kg,

phonate 10 % granules 30 gm and drenching with chloropyrophos 50 % EC 10 ml

- (iii) Planting of the tree sapling in the evening.
- (iv) Watering and taking proper regular care.
- (v) The sapling will be replaced free in case of mortality.

**c) Development of arboretum/ Cluster planting**

- (i) Cluster of 7 – 10 flowering shrubs will be planted at identified locations around 5 in the campus.
- (ii) A plot of area admeasuring 20 feet wide, 20 feet in length will be cleared of all the existing vegetation, grass bushes and any other wood.
- (iii) 7-10 pits admeasuring 1 foot each in width and length with 2 feet depth will be made.
- (iv) Removal of the old soil and filling the pits with good earth nicely mixed with organic manure, neem cake 2 kg, phonate 10 % granules 100 gm and drenching with chloropyrophos 50 % EC 5 ml
- (v) Planting of the shrub sapling in the evening
- (vi) Watering and taking proper regular care.
- (vii) Fixation of the cement blocks/bricks provided by the Authority along the edge of the cluster.
- (viii) The plants to be replaced free in case of mortality.

**d) Maintenance and Development of the nursery and potted plants**

- (ix) Maintenance and development of all the seedlings /saplings bought for the plantation.
- (x) Maintenance and development of potted plants with available supplied material.
- (xi) Manuring and replacement of indoor plants brought in the nursery for maintenance.
- (xii) Monthly application and spraying of pesticides/fungicides of the potted plants brought in the nursery.
- (xiii) Every alternate day watering of the indoor plants, removal of dry leaves, pruning and light digging of the soil in the plants.
- (xiv) Fortnightly rotation of the potted plants inside the building.
- (xv) Ceramic, Cement and plastic pots and planters will be provided by the department.

**e) Other Activities**

- (i) Daily watering the lawns/garden before 10.00 AM and after 4.00 PM through a micro sprinkler system covering small as well as larger area of garden as required.
- (ii) Every alternate days watering pathway hedges and existing trees /plants around the garden/roads.
- (iii) Water required for carrying out the work will be supplied through the sewerage treatment plant and no freshwater will be used.
- (iv) Required pipes and adjustable sprinkler to be assessed and provided by the service provider.
- (v) Fortnightly weeding, cleaning and removing dry leaves from the garden/lawns.
- (vi) Protection against and control of insects, pests and diseases by spraying insecticides, fungicides etc. once in every month.
- (vii) Weeding and Mowing of lawns by using Mechanical Lawn Mower regularly (not exceeding 15 days) to maintain the grass height not exceeding two inches from ground, so as not to allow grass to grow wild.
- (viii) Weeding out unwanted grass & other unwanted bushes at regular intervals in the campus. Pruning, seasoning, thinning and training of young saplings, creepers and such other plants and & when required under the instructions of the Horticulture Committee/ discretion of authorised person. The scope of the contract also covers landscape maintenance works in respect of existing garden features, which includes lawn, beds, topiary, perennial beds,

rockeries, erecters and climbers, shrubs, trees and self-grown trees in the specified area and removal of rank vegetation and bushes etc. complete.

- (i) During the rainy season from July to October of the calendar year, surrounding five mtr area of the RCB and THSTI buildings & quarters and all the pathways should be cleaned by removing wild growth & grass by using bush cutter to the ground level for every 15 days.
- (ii) Replacement of dead/ damaged plants, attending to the patch works in the lawn
- (iii) Placement of well decomposed farm yard manure application for all vegetation bi-monthly
- (iv) Maintenance of overall aesthetics of landscape and supervision of the skilled labor involved in landscape activities and maintenance. The maintenance includes, watering, fertilizing the plants, protection from pests and diseases, sweeping, weeding, mowing and disposal of garden refuse, cultivation and cutting of hedges, pruning and clipping of hedges roses etc and stacking, preparation and planting of seasonal flowers, minor repair works and all other landscape operations necessary for the proper growth of garden features and proper standard of maintenance.
- (v) Adequate watering of all garden features, trees, hedges, shrubs with hose pipes in different area should be done regularly. The contractor should ensure that unnecessary wastage of water does not occur at any time and must protect the irrigation fittings / hydrant etc. fixed at site and existing irrigation system due to negligence of his staff will have be made good by the contractor at his cost. Manure and fertilizers as required shall be applied under the directions of the Officer In-charge. However, cost of manure and fertilizers shall be borne by the contractor.
- (vi) The contractor shall have the following equipment, implements, accessories at their disposal available at the site during the entire maintenance period:
  - a. Pick axe
  - b. Spade
  - c. Crowbar
  - d. Cane baskets
  - e. Iron pan
  - f. Khurpis
  - g. Water cans
  - h. Wheel barrow
  - i. Hose pipe
  - j. Adjustable water spray guns
  - k. Hard broom
  - l. Rain coats
  - m. Secateurs
  - n. Garden shears
  - o. Sprayer 5 or 9 L capacity
  - p. Gloves of suitable thickness for handling hard rock surfaces
  - q. Electric Power lawn mowers 2 with grass box capacity of 55 litres
- (vii) The Contractor shall employ the following technical and skilled staff during the entire garden maintenance period, their attendance is compulsory on full time basis, they shall report to the concerned authority, which shall form basis for release of monthly payments.
  - a. Skilled Gardener (Garden Supervisor) ..... 2 Nos.
  - b. Semi-skilled gardener (mali/ sr. mali) ..... 13 Nos.

The above numbers are purely indicative in nature and may increase or decrease based on the actual requirement at the ground level to be assessed periodically by the Institute.

- (viii) The employed labourers will be the responsibility of contractor and RCB / THSTI will not be responsible for their employment at the campus.
- (ix) The gardeners/ helper shall be presentable, healthy and available at site during the working hours and subject to inspection by the authorities, based on the need, there shall be shift duty imposed any time during the garden maintenance period. The normal workings hours of sr. malies/ Malies shall be 9 hours a day with half an hour lunch break from 1 pm to 1:30 pm. But working hours may vary including shift duties depending upon the requirements. [the essential requirements of qualifications shall be: Senior Mali be at 10th pass with minimum 5 year experience in horticulture work and Malis with 8th pass with at least two years experience in the horticulture work
- (x) Proper manpower supervision, keeping log notes, appraising the officer in charge about the maintenance activities on regular basis are to be strictly followed.



- (xi) The contract shall issue an identity card to the staff at own cost and upon providing correct information about the workers, entry/ exit pass will be made available for regular work at the Campus.
- (xii) The contractor will create an inventory of trees & plants (in stock ledger book) at the initiation of work. The tree will be numbered & identification placards be displayed.

### **Guidelines to the Scope of the Work**

- (i) All the consumable materials including plants, manure, seedlings, pesticides insecticides will be procured by the Institute from the agency to whom the rate contract is awarded for supply of items as per schedule –B of the financial bid.
- (ii) The Horticulture incharge should keep proper records of the usage/consumption of all the items. The hazardous chemicals like pesticides and insecticides to be stored a t secured place and the staff engaged by the contractor should be well aware about the use of these chemicals.
- (iii) The work shall be carried out as per CPWD specifications and as per direction of the Engineer-in-charge, who shall take guidance and directions from the Horticulture Committee or the Competent Authority of RCB/ THSTI.
- (iv) Provision for shifting the workers for shift from certain timings shall be at the discretion of Executive Engineer RCB. No additional payment shall be admissible on this account.
- (v) The contractor shall have to arrange and maintain all tools as per clause xiv of the scope of the work and other stock item viz. bamboo, sutli, hessian cloth, tokri and loading rickshaws, water tank fitted richshaw etc. required for proper maintenance of garden features (including power lawnmower) and nothing extra shall be paid on this account.
- (vi) The Institute shall ensure water supply which will be available at various points all over the garden and no other items should be supplied by the Centre.
- (vii) No accommodation for the workers will be provided by the Centre.
- (viii) Night stay inside the Institute premises is not permissible at any circumstances.

### **Location of the Works:**

- a. Lawn area/ green carpet areas along with walkways from main gate to THSTI..... [800 sq.mt]
- b. Lawn area opposite to RCB main building, EMC, flag post areas ..... [300]
- c. Lawn area opposite to THSTI, Animal House, Auditorium, flag post areas ..... [600]
- d. Plants along the road side from main gate to THSTI, Animal house, parking areas..... [358]
- e. Flower & potted plants (indoor) of THSTI & RCB ..... [700]

*(Areas mentioned above shall be in sq mts and others quantities shall be in nos.)*

Also, the details of the area to be maintained by the Agency under the contract along with the areas proposed to be developed in future is given at Annexure- VIII.

## INSTRUCTIONS TO BIDDERS (ITB)

### 1. GENERAL INSTRUCTIONS

The works referred here-in shall cover the entire scope of work which RCB desires to get carried out. The "Owner" where appearing in these documents shall mean 'Executive Director, RCB, as applicable.

### 2. PROCEDURE FOR SUBMISSION OF TENDERS

The following procedure shall be adopted for submission and opening of tenders. The sealed envelope SUPERSCRIBED Tender for:

**Name of work:** "Development and maintenance of Horticulture (Landscaping and Gardening) works at the NCR Biotech Science Cluster, Faridabad".

#### ENVELOPE - 1

This envelope shall contain only the earnest money deposit, cost of tender (if downloaded from website) & Technical Bid (*containing the list of documents as per Eligibility criteria, page no. 4 and the format given in Annexure I, II, III, IV, V and VI*) and will be opened first and this should be super-scribed as "**Technical Bid**".

#### ENVELOPE - 2

The sealed envelope shall contain the Financial Bid of the contractor as per 'Schedule A' and 'Schedule B' (*Annexure VII*). This envelope shall be opened only in respect of such bidders who's technical bid is declared to be technically qualifying the qualification criteria of the tender document. The date of opening of price bid shall be intimated later on. This envelope should be super-scribed as "**Financial Bid**".

The sealed cover containing envelope 1 & 2 shall be opened on the prescribed date and time in the presence of tenderers or their authorized representatives who may wish to be present.

### 3. PRE-BID MEETING

A pre-bid meeting with all the prospective bidders is schedule to be held on 25<sup>th</sup> May, 2016 at 15.00 hours at RCB, Faridabad. Interested applicants/ firms are invited to attend the same with a written statement of their query.

### 4. NOTIFICATION OF AMENDMENTS

As a result of the pre-bid meeting, if any modification or amendment is made to the tender document, the same will notified on the RCB/THSTI web site only and no separate advertisement will be released for the same. Prospective bidders are therefore advised to regularly visit the RCB/THSTI web site for any such updates.

### 5. TENDERERS TO STUDY ENTIRE TENDER DOCUMENT CAREFULLY

The tenderer shall read all the terms and conditions of the tender document carefully. In case of any doubt, the same should be got clarified before submitting the final bid.

Submission of a tender by a tenderer implies that the firm/ agency have read all the stipulations contained in this tender document and has acquainted themselves of the nature, scope and specifications of the works to be followed.

### 6. TENDERER TO SUBMIT THE ENTIRE TENDER DOCUMENT

The tenderer shall submit all documents needed for the purpose of evaluation of this tender and comply to all the statutory compliances at the time of filling their responses and the same is complete in all respects. Tenders which are found to be vague or incomplete shall be rejected summarily. All the pages of tender document shall be signed and stamped by the tenderer.

#### **7. TENDER SHALL BE WRITTEN IN ENGLISH LANGUAGE**

Every tender shall be written in English language. **Tenders shall be forwarded under cover along with a letter type written on the tenderer's letter-head and duly signed by the tenderer.** Signatures must be in long hand, executed in ink by a duly authorized principal of the tendering firm. No oral, telegraphic or telephonic tenders or subsequent modifications there-to shall be entertained, if the tender is submitted on behalf of the firm, then all the partners shall sign or may be signed by one in whose favour all the partners have given General Power of Attorney. In case of tender submitted by a company, it shall be signed by one who has been authorized by the Board of Executive Director through a resolution. Copy of resolution and the authority letter in favour of the person signing must accompany the tender.

#### **8. TENDERERS TO QUOTE FOR ALL ITEMS AND IN FIGURES & WORDS**

The tenderer shall quote rates in words and figures with reference to each item and must enter rates for all the items shown in the Schedule A & B of the Financial bids. Incomplete offer shall be liable for rejection. In case there is a discrepancy in "words" and "figures", the rate in words will be taken as correct/ final for the evaluation purposes. The total amount shall be written both in figures and in words.

#### **9. VALIDITY PERIOD OF THE TENDER**

The rates quoted in the tender shall be valid for 180 days from the date of opening of the tender. The validity period shall be extendable with the mutual consent of both the parties. No tenderer can withdraw/or modify his tender or revoke the same within the said period of 180 days. If a tenderer on own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within a period of aforesaid 180 days their earnest money deposit shall stand forfeited.

#### **10. TENDERER TO SIGN ALL PAGES**

The tenderer shall stamp and sign at the bottom right hand corner of every page of the tender documents in token of acceptance of tender conditions and for the purpose of identification.

#### **11. ERASURES AND ALTERATIONS**

Tenders containing erasures and alterations of the tender documents are liable to be rejected unless these are authenticated by the person signing the tender documents.

#### **12. TENDERER TO SATISFY THE SITE CONDITIONS**

Tenderers are advised to inspect and examine the site, topography and its surroundings and satisfy themselves before submitting their tender regarding nature of the site conditions, the means of access of the site, the accommodation they may require and in general obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender in any manner. A tenderer shall be deemed to have full knowledge of the site, whether he inspects it or not and no compensation or otherwise of any charges incurred or to be incurred consequent on any misunderstanding or otherwise shall be admissible.

#### **13. EARNEST MONEY**

The tender document shall be accompanied by earnest money of **Rs. 55,000/-** in the form of DD/ BG only drawn in favour of the **"Executive Director, Regional Centre for Biotechnology"** payable at **Faridabad**. Earnest money of the unsuccessful bidder(s) shall be refunded after expiry of the validity period of the tenders/ allotment of works whichever is earlier. In case of successful tenderer the earnest money shall be adjusted against performance security.

**14. TENDER LIABLE FOR REJECTION**

Tenders which do not fulfill all or any of the conditions laid down in this notice, or contain conditions not covered and / or not contemplated by the Conditions of contract and/or expressly prohibited therein or stipulate additional/alternative conditions shall be liable to be rejected and his earnest money will be forfeited.

Tenders shall also be liable for rejection on any of the following grounds:

- i. Tenders submitted late
- ii. Tenders containing remarks uncalled for.
- iii. Conditional tenders
- iv. Tenders not submitted on prescribed Performa.
- v. Telegraphic tenders.
- vi. Tender submitted without EMD/ Cost of tender document

**15. CORRESPONDENCE**

Tenderers must mention their postal address and telephone number(s) of the Chief Executive/authorized agent or attorney in the tender. The tender submitted by the tenderer will be rejected if he or his agent cannot be contacted on the last known address or on the intimated telephone number(s) after reasonable search in which event earnest money may be forfeited by the RCB.

**16. AUTHORITIES NOT TO ASSIGN ANY REASON FOR REJECTION OF TENDER**

RCB holds absolute discretion to accept or reject the lowest or any other tender without assigning any reason. No claim on this account shall be entertained.

**17. REFERENCE IN TENDER DOCUMENTS**

The Executive Director, RCB shall be referred as "Owner" in all the documents of Tender documents/contract agreement.

**18. Sr. MANAGER**

Where ever the word "Sr. Manager" occurs it shall mean the authorized Officer appointed by the RCB/ THSTI competent authority for the superintendence of the execution of works.

**Senior Manager (A&F)**

## GENERAL CONDITIONS OF CONTRACT

### 1. GENERAL CONDITIONS:

- 1.1 The Contractor shall be responsible for all his employees in observing security and safety regulations and instructions as may be issued by the Sr. Manager from time to time.
- 1.2 The Contractor shall employ only adult trained, efficient and responsible staff with good health and sound mind for general maintenance and housekeeping services.
- 1.3 The Contractor should provide I-cards to its staff. Any change of staff, should be informed in advance to Sr. Manager.
- 1.4 In case the any materials of the Centre are damaged due to misuse or mishandling or carelessness by the Contractor or his employees, the Contractor will immediately inform the Sr. Manager. In such a case, the Contractor will be liable to replace the item at his own cost or the Centre shall have the right to recover the loss from the contractor's monthly bill. The decision of the Sr. Manager in this matter will be final.
- 1.5 The Centre premises are the property of the Centre and the Contractor is only permitted to manage the premises as long the Contract remains valid. Whenever the contract is terminated or the contract is concluded and the Centre decides that the Contractor should not be allowed to run the service, the Centre will be entitled to restrain the Contractor from entering the campus.
- 1.6 The monthly supply of total number of personnel for undertaking Horticulture & Landscaping works are mentioned here in under:

S. No	Name of the Post	Type of the post	No. of people
1	Supervisor	Skilled	02
2	Sr. Mali/Mali	Semi-skilled	13
	<b>Total</b>		<b>15</b>

The above **numbers** are purely indicative in nature and **may increase or decrease** based on the actual requirement at the ground level to be assessed periodically.

- 1.7 The Contractor shall maintain the Minimum Wages Rules set by the Central Government and in the tender application the categories of the labour to be engaged should be specified as viz. skilled and semi-skilled. The Contractor will make payment to his staff engaged in the Centre as per the minimum wages rates for these categories, as specified from time to time by the Assistant Labour commissioner (Central) and follow the Contract Labour Act, 1970 and Rules 1971 in this respect.
- 1.8 The Contractor's staff shall not be treated as the Centre's staff for any purpose whatsoever. The Contractor shall be responsible for strict compliance of all statutory provisions of relevant labour laws applicable from time to time in carrying out the above job. The Centre shall not be liable, to any penalty under relevant rules, enactment or related regulations for which Contractor is responsible under the law.
- 1.9 The Contractor shall be responsible for fulfilling the requirements of all statutory provisions of relevant enactments viz. Minimum Wages Act, Payment of Wages Act, Industrial Disputes Act, Gratuity Act, Contract Labour Act and all other labour and industrial enactment at his own risk and cost in respect of all staff employed by him and keep the Centre indemnified for any action brought against it for any violation/non-compliance of any of the provisions of any of the acts etc. The Contractor will abide by all the rules and regulations of the labour laws and rules framed there under and maintain all the Registers required under the above mentioned rules and regulations and the Sr. Manager and his authorized representative shall be entitled to inspect all such records at any time.
- 1.10 The Contractor shall pay wages directly to the workman within 10<sup>th</sup> day of every month without any intervention of any labour contract. The Contractor shall also ensure that no amount by way of commission or otherwise is deducted from the wages of the workmen.

- 1.11 The Contractor shall obtain specified license from the Office of the Assistant Labour Commissioner (Central), Karnal, Haryana, within a reasonable time period after issue of letter of acceptance of BID for employment of labour in the Centre.
- 1.12 The Contractor shall not appoint any Sub-Contractor for the work assigned to him.
- 1.13 The Contractor shall make his own arrangements for transportation of his employees, if required.
- 1.14 Smoking and drinking within the entire area of the Centre is strictly prohibited. Violations of this rule shall be prosecuted as per law and discharged immediately.

## **2 TERMINATION:**

- 2.1 Notwithstanding anything contained hereinbefore to the contrary, the Centre (Executive Director, RCB) shall have full power and authority to terminate this Agreement without assigning any reason by giving 30 (thirty) days clear notice in writing and in such case the Contractor shall have no claim for any loss and damage against the Centre. If the Contractor abandons his service for which he/she is committed to the Centre, all his/ her dues e.g. EMD, Security Deposit, etc. will be forfeited by the Centre.
- 2.2 The Centre reserves the exclusive right to suspend, cancel, terminate this Agreement at any time if it has sufficient reason to believe that the Contractor has failed to perform or observe or fulfil any of the terms and conditions hereinbefore contained and/or liable and responsible for any loss or damage suffered by the Centre.
- 2.3 On termination of the Agreement, the Contractor must immediately, i.e., within 24 hours, withdraw its men and materials from the Centre and the Contractor shall have no right to claim any demurrage/ compensation from the Centre for the loss of job of its employees or whatsoever in as much as it is for the Contractor to deploy its men in such other sites or places and the said employees are under complete administration, supervision and control of the Contractor.
- 2.4 Payments of final bill will be released only if it is accompanied by the proof of the following:
  - (a) Having handed over the complete establishment including all materials and equipment of the Centre to the Campus Engineer / Sr. Manager or his authorized representative, in good condition.
  - (b) Having vacated the Centre premises or any other premises that may have been allotted to him for discharge of the contractual obligation.

## **3 PENALTY:**

In the event of the Contractor's failure to execute the work entrusted to it under this Agreement satisfactorily, the Centre shall make alternative arrangement to do it and the difference of cost incurred by the Centre thereby shall be recovered from the Contractor's unpaid bills and forfeit the Bank Guarantee, if required.

## **4 REVISION OF RATE:**

Effect of revision of minimum wage as per revised circular of Office of the Labour Commissioner (Central) may be considered against contractor's appeal supported by relevant documentary evidence, subject to approval of the Competent Authority of the Centre. However, no request for revision of rates for items included in schedule –B of the financial bids will be entertained and the rate contract holder will be under obligation to accept any orders placed by the Institute for supply of such items during the contract period.

## **5 TAXES, DUTIES AND LEVIES:**

All taxes, duties, levies etc. imposed by the State, Central Government and Local Bodies in connection with this contract in force at the time of submission of BIDs shall be borne by the Contractor. The same shall be clearly demarcated and illustrated as per the Govt. notifications, as also shown in the Price Bid, Schedule A.

## **6 PERIOD OF CONTRACT:**

Contract period of the above work is **12 (Twelve)** calendar months from the date of issue of Letter of Intent. The services are extendable for a period of another **12 (Twelve)** months upon satisfactory performance & completion of the services in the campus.

## **7 CONTRACTOR'S SUBORDINATE STAFF AND THEIR CONDUCT:**

- 7.1 If and whenever any of the Contractor's employee shall be found guilty of any misconduct or be incompetent or insufficiently qualified or negligent in the performance of their duties or that, it is undesirable for administrative or any other reason for such person/persons to be employed in the works, the Contractor if so directed by the competent authority, shall remove such person/persons from employment. Any person/persons so removed from the works shall not again be employed in connection with the works without the written permission of the competent authority.
- 7.2 The Contractor shall be responsible for proper behaviour of all the staff, employed directly or indirectly by him.
- 7.3 All Contractors' personnel entering upon the Centre premises shall be properly identified by badges of a type acceptable to the Centre which must be worn by them at all times during duty hours.
- 7.4 The Contractor will be required to submit details like photograph, name, father's name, address, contact number, educational qualifications and experience of the staff engaged by him in the Centre to the Sr. Manager/ Campus Engineer at the time of commencement of the contract. Any replacement of staff by the Contractor should be immediately informed to the Campus Engineer/Sr. Manager.

## **8 COMPLETION OF CONTRACT:**

Unless otherwise terminated under the provisions of any other relevant clause, this contract shall be deemed to have been completed at the expiration of the duration of contract.

## **9 PAYMENT OF CONTRACTOR'S BILL:**

- 9.1 Payment due to the Contractor shall be raised by the Contractor to the Centre within 10<sup>th</sup> day of every month. Payment is to be made on the basis of actual attendance of labours. However, the final payment shall be made to the Contractor within 3 weeks of the submission of bill after completion of all the obligations under the contract.
- 9.2 Payments of bill shall be released only if it is accompanied by the proof of the following:
- i. Certified Attendance Sheet;
  - ii. Duty Roaster for the succeeding months;
  - iii. Challan for deposit of ESI;
  - iv. Challan for deposit of Provident Fund;
  - v. Receipted payment of wage sheet to employees for the preceding month.
  - vi. Deposit of challan of Service Tax (Service Tax collected from the centre).
- 9.3 The payments for consumable items will be made on submission of bills along with the supply order copy being duly verified by the Engineer In-charge. The payment for supplies made without receipt of valid supply order will not be accepted for payments.
- 9.4 All payments will be subject to deduction of Income Tax at source as per Income Tax Act and as per Income Tax Rule.

## **10 ACCIDENT OR INJURY TO WORKMEN:**

The Centre shall not be liable for any damage or compensation payable in respect of or in consequence of any accident or injury to any workman or other person in the employment of the contract save and except an accident injury resulting

from any act or default of the Centre. The Contractor shall indemnify and keep indemnified the Centre against all such damage and compensation whatsoever in respect or in relation thereto.

## **11 DAMAGE TO PROPERTY:**

The Contractor shall be responsible for making good to the satisfaction of the Sr. Manager/ Campus Engineer any loss or any damage to all structures and properties within the Campus. If such loss or damage is due to fault and/or the negligence or wilful acts or omission of the Contractor, his employees, agents, representatives or sub-Contractors, he shall make good the loss as assessed by the Sr. Manager/ Campus Engineer.

## **12 ARBITRATION:**

12.1 Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, shall, before and after completion or abandonment of work or during extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out or relating to the contract or breach thereof, shall be referred to Sole Arbitrator to be appointed by the Executive Director, RCB/THSTI as applicable.

12.2 It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration under the clause. It is a term of the contract that the cost of arbitration will be borne by the parties themselves.

12.3 The venue of the arbitration shall be at Delhi-NCR.

12.4 Subject as aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re - enactment thereof rules make there under and for the time being in force shall apply to the arbitration proceedings under this clause.

## **13 JURISDICTION:**

The contract shall be governed by and constructed according to the law in force in India. The Contractor shall hereby submits to the jurisdiction of the courts situated at Faridabad for the purpose of actions any proceedings arising out of the contract and the courts at Faribabad only will have the jurisdiction to hear and decide such actions and proceedings.

**Sr. Manager (A&F)**



TENDER DOCUMENT No. RCB/04-05/01/NIT/01/2016-17

(to be submitted along with the Technical Bid)

**FIRMS' UNDERTAKING**

The Executive Director,  
Regional Centre for Biotechnology,  
NCR-Biotech Science Cluster,  
3<sup>rd</sup> milestone (towards Gurgaon),  
Faridabad-Gurgaon Expressway,  
Village- Bhankri,  
Faridabad -121001.  
(Haryana)

I/ We \_\_\_\_\_ the undersigned (herein after called as Contractor/ Service Provider/ Suppliers) hereby offer to execute work/ supply "Development and maintenance of the Horticulture (Landscaping & Gardening) works" at the NCR Biotech Science Cluster, Faridabad of the items as per specification, against which we have quoted our rates and for which this tender may be accepted at the rates stated there in and subject to the terms & conditions set forth for such items as may be executed by the order of the Executive Director, RCB or officer acting on his behalf.

Date this \_\_\_\_\_ Day of \_\_\_\_\_

Signature of Contractor \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Seal of the tender \_\_\_\_\_

**DETAILS OF EARNEST MONEY DEPOSIT**

(Separately typed preferable computerized and on Tenderer Letter head)

Ref. No. Tender No. RCB/04-05/01/NIT/01/ 2016-17

Date:

To,  
 The Executive Director,  
 Regional Centre for Biotechnology,  
 NCR-Biotech Science Cluster,  
 3<sup>rd</sup> milestone, Faridabad-Gurgaon, Expressway  
 Faridabad-121004  
 (Haryana)

**Subject:** Earnest Money Deposit (EMD) for the Tender No. RCB/04-05/01/NIT/01/ 2016-17

Respected Sir,

I/ We \_\_\_\_\_ (hereinafter referred to as the Tenderer) being desirous of Biding for the work under the above mentioned Tender document and having fully understood the nature of the work and having carefully noted all the terms and conditions, specifications etc., as mentioned in the Tender document.

I/ We feel an immense pleasure to quote our most competitive rates herewith duly signed by me for & on behalf of our firm. I/ We have quoted separately for the systems and the Earnest Money Deposits has been submitted separately in Envelope – 1.

**EMD details**

**Amount (Rs.)** : \_\_\_\_\_  
**Instrument Number** : \_\_\_\_\_  
**Date of issuance** : \_\_\_\_\_  
**Name of the Bank** : \_\_\_\_\_

(Signature of Tenderer)

Place:

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date:

Seal:

**TENDERER'S GENERAL INFORMATION**  
(to be typed separately & submitted in Envelope No.1)

To,  
The Executive Director,  
Regional Centre for Biotechnology,  
NCR-Biotech Science Cluster,  
3<sup>rd</sup> milestone,  
Gurgaon-Faridabad Expressway  
Village - Bhankri, Faridabad-121004  
(Haryana)

Subject: Tender No. RCB/04-05/01/NIT/01/ 2016-17

Following are the details of our firm:

S. No.	Description of Items	Details to be filled by the Agency/ Firm
1.	Name of the Agency & Contact Person	
2.	Status of the Firm (Registered Company) & Registered Address of the Agency	
	Contact details (Address)	
	Phone, email	
	Website etc.	
3.	No. of years in operation (in Years)	
4.	PAN/ TIN of the Agency as applicable	
	Service Tax No.	
5.	Number of Manpower presently working	

Enclose copies of Certificate where applicable as proof of Registration etc.

Declaration:

- (i) I/ we agree that Decision of RCB in the selection of the Bidders will be final and binding on us.
- (ii) I/ we agree that we have no objection if inquiries are made about our works and its related areas and any other inquiry regarding all contracts listed by us in the Tender.
- (iii) All information and data furnished herewith are true and correct to the best of my/ our knowledge and belief.

*(Signature of Key Representative of Firm)*

Date

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Place:

Seal:

**COMPANY PROFILE**

(To be typed separately & submitted in Envelope No.1)

<b>A. Information :</b>	
Name of Company:	
Address of Head Office :	
Contact Person :	
Telephone :	
Tele-fax :	
e-mail :	
No. of Branches (Dealers) and their address	
Address for Correspondence :	
Contact Person :	
Telephone :	
Tele-fax :	
E-mail :	
<b>B. Business Organization: (Please tick wherever applicable &amp; attach all supporting documents)</b>	
Sole proprietorship	
Private Limited	
Public Sector Undertaking	
Limited Company	
Joint Venture	
Others (Please Specify Status)	
<b>C. Business Management :</b>	
Attach Corporate Organization Chart with Name	
<b>D. Total Number of Employees Employed :</b>	
1) Head Office	
2) Branch Office	
3) Site	
<b>E. Is Your Organization a Subsidiary of Another Company?</b>	<b>Yes/No</b>
If Yes, of whom?	
<b>F. Financial Capability :</b>	
Annual Turnover Last 3 Years: Attach Balance sheets of last 3 years. Rs. In Lakhs	
2015-16* (provisional if any)	
2014-15	
2013-14	
2012-13	
<b>G. Name and address of the bankers with Contact person and contact numbers.</b>	
<b>H. Are there any Litigations/ Court cases against your company?</b>	<b>Yes/No</b>
<b>I. Are there any Litigations/ Court cases against your company?</b>	<b>Yes/No</b>
If yes, give details :	
<b>J. Any other information that you want to give (may attach separate pages)</b>	

## STAFF DETAILS

Name of the Organization: \_\_\_\_\_

## List of staff having relevant work experience

S. No.	Name of staff	Qualification(s)	Designation	Total Experience (in years)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				

*(pl. provide EPF No. of staff if available)*

## WORK EXPERIENCE

Name of the Organization: \_\_\_\_\_

### List of works Completed in Last 3 Years/work in progress

S. No.	Name of the Project	Name & Address of the Client	Contact Telephone Numbers of the Client	Major Items of Work*	Value of Work <small>(Rs. in Lakhs)</small>	Start Date <small>(MM/YYYY)</small>	Due date of completion <small>(MM/YYYY)</small>	Actual completion Date <small>(MM/YYYY)</small>
<b>2015-16</b>								
<b>2014-15</b>								
<b>2013-14</b>								

**Note:**

1. If Actual completion date is beyond the Schedule completion Date, please give reasons for the delay.
2. Attach relevant completion certificates document for works in previous 3 years.

Authorized Signatory  
Company Seal

Date:

Place:

## FINANCIAL BID

## (SCHEDULE – A)

S.No.	Description	Sr. Mali/ Mali (Semi skilled)	Supervisor (Skilled)
01	Basic per month		
02	Variable DA per month		
03	Employers contribution of ESI @ 4.75%		
04	Employers contribution of EPF @ 13.36%		
05	BONUS @ 8.33% (Subject to maximum of Rs.3500/- P.A)		
06	Uniform Allowance @ 1.5 % of Basic		
07	<b>Sub Total (Rs)</b>		
08	Service charges on 07 above including undertaking designing, landscaping and beautification work within the campus ( if any)		
09	Tools & Implements (% of basic)		
	<b>Sub Total ( 7 + 8 )</b>		
10	Service tax @ 14.5 % or as applicable on 9 above		
11	Grand Total per person / Month		
12	Grand Total per person / Annum		
13	No of persons required	13 Nos	02 Nos
	Total cost		

**Note :**

- Wages to be quoted, as per **the central Minimum wages notified by Govt. Of India**, Ministry of Labor and Employment under Scheduled of Employment in Agriculture skilled/semiskilled wages.
- Two uniforms will be provided per staff and the contractor will be reimbursed on actual production of bills limited to Rs.1500 per staff.
- The charges for supply of materials and consumables as per schedule – b of the financial bid should be compulsorily quoted by the bidders. The same **may be added** for comparison purpose for arriving at the **L1** bidder.
- The Institute may also consider awarding separate contract for ‘Schedule-A’ and ‘Schedule- B’ of the price bid, if the individual offers for each schedule is found to be more economical than the combined offer given by the bidders.

Signature.....

Name .....

## FINANCIAL BID (Part – 2)

## ( SCHEDULE – B)

S. No.	Names of plants, consumables and other materials etc	Annual Qty ( Approx)	Unit Rate	Amount ( in Rs)
A	<b>Providing of tree saplings 4 feet tall and 0.3 to 0.4 inches trunk girth common name (Botanical name)</b>	Each		
1	Neem (Azadirachta indica)	10		
2	Banyan (Ficus benghalensis)	10		
3	Cluster fig (Ficus acemose)	10		
4	Peepal tree (Ficus religiosa)	10		
5	Rain tree (Albizia saman)	10		
6	Sisir tree (Albizia lebbeck)	10		
7	Silk cotton tree (Bombax ceiba)	10		
8	Dhau tree (Anogeius latifolia)	10		
9	Sausage tree (Kigelia pinnata)	10		
10	Papada tree (Gardenia latifolia)	10		
11	Molshri/Bakul (Minusops elengi)	10		
12	Pichkari tree / African tulip tree (Spathodea campanulata)	10		
13	Basant rani / pink trumpet tree (Tabebuia rosea)	10		
14	Kachnar (Bahuninia variegata alba)	10		
15	Bottle brush (Callistermon citrinus)	10		
16	Pink cassia (Cassia javanica)	10		
17	Kadamab (Anthocephalus cadamba)	10		
18	Arjun tree (Termnalia arjuna)	10		
19	Mahua tree (Madhuca longifolia)	10		
20	Bottle Palm	10		
21	Royal Palm	10		
22	Fox tail Palm	10		
23	Date palm	10		
B	<b>Providing Shrub seedlings 4 feet tall with 0.30 inch trunk girth</b>	Each		
1	Powderpuff Calliandra brevipes	5		
2	Night Jasmine Cestrum nocturnum	5		
3	Juhi/ Chameli Jasminum grandiflorum	5		
4	Mogra Jasminum sambac	5		
5	Kund Jasminum multiflorum	5		
6	Lantana – all colors Lantana camara	5		
7	Thuja Thuja occidentalis	5		
8	Ficus Black	5		
9	Ficus Starlight	5		
10	Ixora	5		
11	Golden shower Pyrostegia sp	5		
12	Parijataka/Tree of sorrow	5		
13	Musanda White	5		
14	White Tagar	5		



S. No.	Names of plants, consumables and other materials etc	Annual Qty ( Approx)	Unit Rate	Amount ( in Rs)
15	Bougainvillea color – red, variegated, orange, white, Pink	10 Each		
16	Bougainvillea Pink beauty dark red	10 Each		
C	<b>Providing seedlings 1 feet tall and 0.2 inch trunk girth for plantation of hedges</b>	Each		
1	Murraya- Murraya paniculata	300		
2	Golden duranta- Duranta erecta	300		
3	Hamelia-Hamelia patens	300		
4	Ficus panda	300		
5	Clerodendron inerme	300		
6	Variegated chandani	300		
D	<b>Providing seedlings 2 feet tall and 0.2 inch trunk girth for plantation of creepers</b>	Each		
1	Rangoon creeper-Combretum indicum	5		
2	Coral creeper/Honolulu creeper-Antigonon leptopus	5		
3	Purple wreath-Petrea volubilis	5		
4	Allamanda- Allamanda cathartica	5		
5	Clockvine-Thunbergia grandiflora	5		
6	Railway creeper- Ipomea caririca/purpurea	5		
7	Clematis- Clematis flammula	5		
8	Passion flower – Passiflora caerulea	5		
9	Winter seasonal flower box of 100 seedling mixed containing Petunia, dianthus, verbena, Pansy, phlox, Babuna	10		
10	Summer seasonal flower box of 100 seedlings containing marigold f1, chrysanthemum, calendula , aster ,zinnia	10		
E	<b>Providing potted 4 feet tall 9 inches pot 0.3 inch girth potted Indoor Plants</b>	Each		
1	Dracena rosea	15		
2	Croton Petra	15		
3	Oxypodium	15		
4	Song of India	15		
5	Dracena regular	15		
6	Money Plant	15		
7	Nolina big	15		
8	Philodendron	15		
9	Araucaria	15		
10	Croton Petra	15		
11	Schefflera variegated	15		
12	Aglaonema lipstick	15		
13	Diefenbachia	15		
14	Dracaena margineta	15		
15	Dracaena victoria	15		
16	Philadendron Xanadu	15		
17	Araucaria	15		
F	<b>Providing Indoor potted plants of 4-6 feet tall in 12 inches (dia.) pots (white cemented)</b>			
1	Areca palm	10		
2	Rafis Palm	10		

S. No.	Names of plants, consumables and other materials etc	Annual Qty ( Approx)	Unit Rate	Amount ( in Rs)
3	Cane Palm	10		
4	Bamboo Palm	10		
5	Cycus Palm	10		
J				
1	Providing neem cake manure	200 kgs		
2	Providing of urea 50 kg	10 bags		
3	Providing of DAP 50kg	5 bags		
4	Providing Phorate granules 10% strength	5 kg		
5	Providing Choloropyrophos 50% EC	2 ltr		
6	Providing Carbofuran 3% granules	2 kg		
7	Providing well pressed cow dung manure	3 ton		
K	Supply of Carpet grass selection I	200 Sq Mtr		
L	Supply of good earth at site of work i/c royalty and transport. The earth measured in stacks will be reduced by 20% for payment and as per requirement of site and instruction of Engineer-In-charge.	1600 Cum		
M	Supply of JCB Earth mover/ Porkland Machine with requisite accessories on rent basis with qualified and valid licensed operator cum driver	200 Hour(s)		
P	Supply of Kenumatic Hammer drill (diesel operated) with Bits for digging	36 day(s)		
	Total Cost, For NCR-BSC, Faridabad			

**Note:**

- The price mentioned at "Schedule-B" above of the financial bids may be added for the comparison purpose for arriving at the L1 bidders. However, Institute reserves the right to enter into separate rate contract for each part/schedule of the price bid with the different bidders in case the individual offers are found to be more economical than the combined offer.
- The quantities mentioned above are the estimated annual requirements and may increase or decrease during the year.
- The items will be procured as per the needs & requirements of the Institute and the contractor will have to supply the items as per the supply order placed by the Institute.
- The prices mentioned above will remain fixed during the entire period of the rate contract ( i.e a year) and is not subject to escalation on any account.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Seal of Firm/ Agency

**Area for Horticulture Work(plantation ,grass carpetting , hedging etc)**  
**At BSC Campus , Faridabad**

**1 Maintenance of developed grassy area (existing)**

i	RCB Main gate to RCB reception (phase- I)	2404 sqm
li	Between ESS and SAP Building (phase-II)	3222 sqm
lii	Land opp SAF and PRB Building (left of THSTI) & Surrounding area (phase- III)	2454 sqm
Iv	Infront of RCB 4 <sup>th</sup> wing (phase-IV)	938 sqm
V	In & around main entrance gate adjacent to Highway	132 sqm
Vi	Fly post near reception (RCB)	51 sqm
Vii	Area around amphitheatre	447 sqm
Viii	Road leading to THSTI , right side sloping area	346 sqm
Ix	Grassy plot , rear of RCB building	747 sqm
X	Round about (1 each outside and inside main gate)	231 sqm
<b>TOTAL</b>		<b>11000 sqm (approx)</b>

**2 Grassy area to be developed (proposed)**

I	Front side of SAF building	264 sqm
li	Between SAF and PRB building	70 sqm
lii	Front side of PRB building	203 sqm
Iv	Director's bungalows- 2 no's (inside)	787 sqm
V	Director's bungalows- 2 no's (outside)	120 sqm
Vi	Outside main gate (highway towards Faridabad)	65 sqm
Vii	Undeveloped area Auditorium to THSTI	221 sqm
Viii	Undeveloped area around amphitheatre	268 sqm
Ix	Around ATPC building	2280 sqm
X	Around Student's hostel	609 sqm
Xi	Around Residential housing complex	974 sqm
<b>TOTAL</b>		<b>5900 sqm (approx)</b>

**3. Hedging along the road**

Existing - 1087 Rmt

Proposed- 3000 Rmt