

निविदा प्रपत्र की कीमत :- रु.1,000/-

भा.कृ.अ.प.-भारतीय कृषि सांख्यिकी अनुसंधान संस्थान  
लायब्रेरी एवेन्यू, पूसा, नई दिल्ली -110012

मिसिल संख्या : 11(5)/2016-रखरखाव

दिनांक : 22.4.2017

विषय: संस्थान एवं इसके आवासीय परिसर; पूसा तथा कृषि निकेतन, पश्चिम विहार, नई दिल्ली, के बागवानी पुनः विकास (Redevelopment) तथा रखरखाव के वार्षिक कान्ट्रैक्ट के लिए निविदाएं आमंत्रित करने के संबंध में

1	निविदा-प्रपत्र प्राप्त करने की अन्तिम तिथि	22.05.2017 को दोपहर 13.00 बजे तक
2	निविदा जमा करने की अन्तिम तिथि	23.05.2017 को दोपहर 14.00 बजे तक
3	निविदा खोलने की तिथि	24.05.2017 को दोपहर 14.30 बजे तक

निविदा डालने वाले का नाम व पता :

निविदा प्रपत्र संख्या:

जारी करने की तिथि :

*महत्वपूर्ण सूचना : यह निविदा प्रपत्र अहस्तांतरणीय है। अपूर्ण/विलांबित निविदा को स्वीकारा नहीं जाएगा।*

**ICAR-INDIAN AGRICULTURAL STATISTICS RESEARCH INSTITUTE  
LIBRARY AVENUE, PUSA, NEW DELHI – 110 012**

**F. No. 11(5)/2016-Maintenance**

**Date:22.04.2017**

**NOT TRANSFERABLE**

**INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING CONTRACT FOR PROVIDING “Redevelopment of Existing Lawns, Parks of the Institute at ICAR-IASRI Pusa New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area”**

- A **Cost of Tender Form is Rs.1,000/- (Rupees One hundred only). In case of downloaded Tender form, the cost of Tender form shall have to be deposited in the form of DD along with the Tender document.**
- B Last date of sale of Tender Form is **22.05.2017** up to 1.00 P.M.
- C Last date of receipt of Tender in **23.05.2017** up to 2.00 P.M.
- D Tender to be opened on **24.05.2017** at 2.30 PM
- E The tender document is also available at our website: **www.iasri.res.in**

**NOTE:**

- 1. The Director, ICAR-IASRI may at his/her discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
- 2. If the date up to which the Tender is open for acceptance is declared a holiday the Tender shall be deemed to remain open for acceptance till the next working day.

To

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Dear Sir(s),

Sealed Tender are hereby invited on behalf of the Director, ICAR-IASRI, New Delhi for contract of providing of **“REDEVELOPMENT OF SOME OF THE EXISTING LAWNS, PARKS OF THE INSTITUTE at ICAR-I.A.S.R.I. Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area”**.

- 1. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts placed by the ICAR-IASRI and the special terms and conditions detailed in the Tender forms and its Schedules. Please submit your rates in the Tender form if you're in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
- 2. The contract will be initially for a period of **ONE year**.

3. The Director, ICAR-IASRI reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the ICAR-IASRI, for any reasons, not mandatory to be communicated to the Tenderer.
4. An earnest money of **Rs.25,000/-** (*Rupees Twenty five thousand only*) must be deposited in the form of demand draft/pay order payable to the **DIRECTOR, IASRI, NEW DELHI**. The particulars of the earnest money deposited must also be superscribed on the top of the envelope by indicating the draft/pay order number and date, failing which the Tender will not be opened. The Tender will not be considered if earnest money is not deposited with the Cashier.
5. An amount of **10% total contract value** as a security deposit in the form of DD/Bank Guarantee for the contract is to be deposited by the Selected Agency/Successful Tenderer only after receiving a communication from the ICAR-IASRI. In the event of non-deposition of the same, the earnest money will be forfeited.
6. No interest on Security deposit and earnest money deposit shall be paid by the ICAR-IASRI to the Tenderer.
7. The sales tax or any other tax which is as per the rule shall be the liability of the agency to deposit in concerned department & TDS shall be deducted at source from bill of the successful tenderer as per the rule.
8. The Tenderer will not resile from offer or modify the terms and conditions thereof. If Tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute.
9. The Schedules of the Tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the Tenderer. In such cases reference to the additional pages must be made in the Tender form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the Tender. Overwriting/erasing in rates to be quoted by the Tenderer will not be allowed otherwise the Tender may be rejected.
10. The Tender is liable to be ignored, if complete information as required is not given therein or if the particular asked for in the schedules to the Tender is not fully filled in. Individual signing the Tender or other documents connected with the contract may specify whether Tenderer(s) signs it in the capacity of;
  - i) a sole proprietor of the firm or constituted attorney of such sole proprietor, Or
  - ii) a partner of the firm if it be partnership in which case Tenderer(s) must have authority to refer to arbitration dispute concerning the business of the partnership in which case Tenderer(s) must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney Or
  - iii) constituted attorney of the firm if it is a company.
11. If Tenderer does not accept the offer, after issue of letter of award by ICAR-IASRI within 15 days, the offer made shall be withdrawn & earnest money will be forfeited.
12. In case of partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the Tender and all other related documents must be signed by every partner of the firm. A person signing the Tender form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that Tenderer(s) has authority to bind such other and if, on enquiry it appears that the persons so signing had no

authority to do so, ICAR-IASRI shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. The Tenderer should sign each page of the Tender and the schedules to the Tender and annexure, if any.

13. The tender has to be submitted as per **Two Bid System**. All the pages of tender documents excluding price bid performa, alongwith all the supporting documents to be submitted by the bidder in the Technical Bid as marked the "**Technical Bid**". **Price bid** should contained only **Price Bid performa** and nothing else. Both the bids should be enclosed in a outer cover, super scribed "**REDEVELOPMENT OF SOME OF THE EXISTING LAWNS, PARKS OF THE INSTITUTE at ICAR-I.A.S.R.I. Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area**" with address of this Office. Tender should be sent by Registered Post. Tender should be put in the Tender box, which will be kept outside the Office of the Sr. Administrative Officer, ICAR-IASRI, not later than 14.00 hrs on [23-5-2017](#).
14. The rates quoted by each firm for Job/service for "**REDEVELOPMENT OF SOME OF THE EXISTING LAWNS, PARKS OF THE INSTITUTE at ICAR-I.A.S.R.I. Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area**" in Tender be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the Tender. The name and address of the representative who would be attending the opening of the Tender on Tenderer's behalf should be indicated in the Tender. Please also state the name and address of permanent representative of the Tenderer firm, if any.
15. ICAR-IASRI does not pledge itself to accept the lowest or any other Tender and also reserve to itself the right of accepting/rejecting the Tender in whole.
16. Decision of Director, ICAR-IASRI shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-IASRI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
17. Acceptance by the ICAR-IASRI will be communicated by FAX, Express letter or any other form of communication. Formal letter of acceptance and work order of the Tender will be forwarded as soon as possible, but the earlier instructions in the Fax /Express letter etc. should be acted upon immediately.
18. The following documents/vouchers are required to be enclosed with Tender form, as per terms and conditions of the Tender for evaluation as Technical Bid. All pages must be numbered. **Only those firms will be considered for financial bid who will qualify in the technical bid.**
  - a) *Relevant Registration certificate of the firm under Govt. of NCT.*
  - b) *Service Tax Registration Certificate issued by the Government.*
  - c) *Employees EPF Registration Certificate.*
  - d) *Employees ESI Registration Certificate.*
  - e) *Nos. of staff/supervisors registered under ESI & EPF separately. Minimum **50 nos.** (Staff/supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers may be attached.*
  - f) ***Minimum turnover of the firm** should not be less than **Rs.50,00,000.00 (Rupees Fifty lakhs only)** during the last financial year.*

- g) **Certified Balance Sheet** of the firm for last **03 years** (2013-14 to 2015-16) of the service contract by Chartered Accountant.
- h) **Last 03 years (2013-14 to 2015-16)** continuous experience of the firm in the field of providing such services in the Central Govt. establishment/the State Govt./Autonomous bodies of GOI/Corporation of G.O..I/ Reputed Public or Private organizations (Provide details in enclosed tabular form)
- i) Duly certified copies of the satisfactory services where the Tenderer is providing the service for the last 03 years.
- j) Whether the firm has any legal suit/criminal case pending against it for violation of EPF/ESI, Minimum wages act or other law (Give details). The firm/agency must enclose a certificate indicating that there is no criminal/legal suit pending or contemplated against it.
- k) The contractor / Agency may attach a copy of valid Labour Licence obtained for ongoing work of other Govt. Establishment. On award of work successful bidder shall obtain the Labour license under contract labour (Regulation and Abolition) Act,1970. The contractor / Agency must have a registration with the Contract Labour (Regulation and Abolition) Act,1970. The Contractor/ Agency shall obtain the Labour licence under this act.
- l) **EMD of Rs.25,000 and cost of tender Rs.1,000/-** in form of Bank Draft, drawn in favour of **Director, I.A.S.R.I.**
- m) Successful Tenderer will have to enter into a detailed contract agreement with ICAR-IASRI on **Non-judicial stamp paper of Rs.100/-** for each work.
- n) Financial bid of only those bidders will be opened who qualify the prescribed eligibility condition as mentioned in the bidding documents.

**NOTE : The technical bids and financial bids may be submitted in separate envelopes to be sealed and put in a main cover.**

Yours faithfully,

**ADMN.OFFICER**  
For and on behalf of the Director

Tender for annual contract for providing **“Redevelopment of some of the existing Lawns, Parks of the Institute AT ICAR-IASRI, Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area”**.

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Full Name & Address of the Tenderer in Addition to Post Box No., if any, should be quoted in all communications to this Office.  
Telephone No.  
Telegraphic Address/FAX/Cell No.  
E-Mail address  
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From \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To

Director,  
ICAR-Indian Agricultural Statistics Research Institute,  
Library Avenue, New Delhi-110012.

1. I / We have read all the particulars regarding the General information and other terms and conditions of the contract for providing of **“Redevelopment of some of the existing Lawns and Parks of the Institute AT ICAR-IASRI, Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area”** and agree to provide the services as detailed in the schedule herein or to such portion thereof as you any specify. In the acceptance of the Tender at the rates given in Schedule-1 to this Tender and I/we agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.
2. I/we have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with the requirement.
3. The following pages have been added to and form a part of this Tender \_\_\_\_\_. The **Schedule-I & Schedule-II** TO ACCOMPANY THIS Tender are at pages\_\_\_\_\_.
4. Every page so attached with this Tender bears my signature and the office seal.
5. Pay order/DD No. \_\_\_\_\_ of Rs. \_\_\_\_\_ drawn in favour of **Director, IASRI** and payable at **New Delhi** is enclosed as earnest money required.

Witness \_\_\_\_\_  
Address-----  
Occupation-----  
Signature of witness to contractor’s signature  
Address:  
Name & Signature of Witness:  
Address:

Yours faithfully,  
Signature & Seal of the Tenderer.  
Telephone No. Office \_\_\_\_\_  
Resi. \_\_\_\_\_  
Mobile: \_\_\_\_\_

**SCHEDULE-I****TECHNICAL BID****PART-1**

1.	Name of the Firm/Agency	
2.	Full Address with Post Box No. And Telephone No. if any	
3.	Constitution of the firm/Agency (Attached Copy)	
	a) Indian Companies Act,1956	
	b) Indian Partnership Act, 1932 (Please give names of partners)	
	c) Any other Act. if not the owners	
4.	For Partnership firms whether registered under the Indian Partnership Act, 1932 please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.	
	i) If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the Tender to refer dispute condemning business of the partnership to arbitration.	
	ii) If the answer to above is in point one and two the affirmative please furnish a copy of either the partnership agreement of the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner.	
5.	Name and Full Address of your Banker's	
6.	Your Permanent Income Tax No./Circle/Ward	
7.	Any other relevant information	
<b><u>PART-II</u></b>		
8.	Earnest Money Deposited	Yes/No
<b><u>PART-III</u></b>		
9	Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tender	
10	Name of the Permanent Representative to be visiting ICAR-IASRI regarding the contract.	

Date:

Place:

**AUTHORISED SIGNATORY****Please add supplementary pages to be numbered wherever needed by the Tenderer.**

## SCHEDULE-II

### **General information & other Terms & Conditions of the contract FOR PROVIDING OF REDEVELOPMENT OF SOME OF THE EXISTING LAWNS, PARKS OF THE INSTITUTE AT ICAR-IASRI, PUSA, NEW DELHI AND KRISHI NIKETAN, PASCHIM VIHAR AND ANNUAL MAINTENANCE OF EXISTING AND REDEVELOPMENT AREA.**

**COMPLEX AND ITS LOCATION:-** Indian Agricultural Statistics Research Institute is a prestigious institute under administrative control of Indian Council of Agricultural Research spread over an area of around **16 acres** with 03 Office Buildings of ICAR- Indian Agricultural Statistics Research Institute is located at Library Avenue on the road leading to Hotel Management from R-Block, Rajender Nagar Red Light, Pusa, New Delhi-12 and Krishi Niketan, staff quarters are situated in A-6 Block of Paschim Vihar, New Delhi-63.

### Scope of Work

### विवरण एवं अपेक्षाएं

#### प्रस्तावना :

भा.कृ.अ.प.-भारतीय कृषि सांख्यिकी अनुसंधान संस्थान, लाईब्रेरी एवेन्यू, पूसा, नई दिल्ली-110012, भारतीय कृषि अनुसंधान परिषद के अधीन एक स्वायत्त संस्था है। भा.कृ.अ.प.-भा.कृ.सां.अ.सं., पूसा में 29 और कृषि निकेतन आवासीय परिसर, पश्चिम विहार में 01 छोटे-बड़े स्थल है जिनका समुचित रूप से बागवानी का पुर्नः विकास (Redevelopment) तथा रखरखाव (Maintenance) किया जाना है।

टेकेदार द्वारा किए जाने वाले कार्य का संक्षिप्त विवरण :

Total Area = 20562.00 Sq.Mtr. (Including area for redevelopment)

(Total area is 20562.00 Sq.Mtr. for maintenance throughout the year. Out of that 4562.00 Sq.Mtr. area is to be considered for redevelopment. When this area will be taken for redevelopment, it will be deducted from total area and again included in the maintenance area after a definite period under redevelopment.)

किए जाने वाला कार्य	कार्य का विवरण
संस्थान के कृषि निकेतन, पश्चिम विहार के आवासीय परिसर, संस्थान के आवासीय परिसर एवम् संस्थान के पार्को/लॉनो का पुर्नः विकास और रखरखाव	1 Preparation of land for plantation of grass, Earth work in surface ( <i>digging/ploughing of soil not exceeding 30 cm in depth, levelled and neatly dressed and disposal of stones gravels etc. to a proper place</i> ) Transplanting of Selection No-1 carpet/nelgiri/maxican grass ( <i>survive in shade places</i> ) in rows 5 c.m. apart in both directions including watering and maintenance of the lawn for 90 days or more till the grass forms a thick lawn and free from weeds).
	2 Supplying and stacking of good earth at site including royalty and carriage ( <i>earth measured in stacks will be reduced by 20% for payment</i> ).
	3 Supplying and stacking farm yard manure (FYM) / Okhla sludge at site including royalty and carriage (FYM) measured in stacks will be reduced by 8% for payment).



	<p>4 Providing and planting of plants like:  Hedge (<i>Different type of hedge plants</i>)  Edge (<i>Different type of edge plants</i>)  Ground cover (<i>Different type shade loving plants</i>)  Bougainvillea  Chandni  Chandni variegated  Ashok  Desi Gurhal  Palm  Dracaena  Croton  Ficus  Ficus white  Copia  Rose (<i>Desi &amp; English</i>)</p>
	<p>5 Supply of cement pot of different sizes.</p>
	<p>6 Pruning of trees time to time for maintaining the shape of the trees</p>
	<p>7 Removal of twings, grass, dry leave etc. from the Parks and disposed off in proper place i.e compost pit. Maintenance of compost pit. It will be responsibility of contractor to remove all garbage/waste/ gravels, generated during day to day work and disposal to recognized MCD dumping ground on daily basis at the cost of the agency.</p>

Maintenance charges per month for 20,562.62 Sq.Mtr (*Approximately*)

**Note:** *The area for maintenance if increased / decreased, proportionate charges may be increased/decreased and payment shall be paid accordingly.*

The work of providing of **“Redevelopment of some of the existing Lawns and Parks of the Institute AT ICAR-IASRI PUSA NEW DELHI and Krishi Niketan, PASCHIM VIHAR and Annual Maintenance of existing and Redevelopment Area”** shall have to be undertaken without causing any damage at the ICAR-IASRI properties. In case, any damage is caused by the workers deployed by the contractor to do the work of **Annual Maintenance and redevelopment of existing Lawns and Parks of the Institute** at ICAR-IASRI, the contractor shall make the same good / compensate. The agency shall also have to ensure that there is no theft of the moveable/immovable property at ICAR-IASRI. In case any such theft occurs, the responsibility for the same shall rest with the agency and the agency shall have to make good / compensate the loss caused to the ICAR-IASRI on account of such theft.

#### **TERMS & CONDITIONS:**

1. The payment shall be made only if the bill is supported with photocopies of Account Payee cheques issued in the name of the workers or many transfer to the workers account from agencies account, EPF & ESI deposited of such workers engaged for the work otherwise payment shall not be made in any case. This aspect should be kept in view while quoting the rate(s).
2. Payment for “Redevelopment of some of the existing Lawns and Parks of the Institute at ICAR-IASRI Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area” bill will be made monthly upon submission of pre-receipted bill if contractors fails to submit the bill in time, the office shall not be responsible.
3. The contractor shall not sublet the work.
4. The contract can be terminated at any point of time if the services of the firm are not found satisfactory. In such an event, work of “Redevelopment of some of the existing Lawns, Parks of the Institute at ICAR-IASRI PUSA NEW DELHI and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area” shall be got done from other source at the expenses of the defaulting firm.
5. All the personnel deployed will perform their duty in proper uniform and will maintain a smart turnout. The agency shall, at its own cost, provide suitable uniform (Both Summer and Winter) to the personnel with identity cards.
6. All essential items like Implements, Pesticides, Insecticides, other necessary items required for Redevelopment of some of the existing Lawns, Parks of the Institute at ICAR-IASRI Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area will be provided by the Tenderer.
7. Redevelopment of some of the existing Lawns and Parks of the Institute at ICAR-IASRI PUSA NEW DELHI and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area is to be done. The sites can be inspected any day any time. The condition of site (s) must be inspected to see the present condition of site for maintenance and its redevelopment by the intended contractor while quoting the rate (s).
8. After physical inspection of the site, very detailed assessment/requirements of "Redevelopment of some of the existing Lawns, Parks of the Institute at ICAR-IASRI, Pusa, New Delhi and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area " shall have to be furnished along with the Tender. However, the Tender should indicate only the lump-sum amount in respect of all the services covered under this contract. No request for alteration in the rates once quoted will be permitted within one year.

9. The agency shall employ good and reliable persons having knowledge of horticulture work (i.e. gardening and maintenance of Lawns, Parks, hedges etc. and other related services including waste disposal) with robust health and clean record preferably within the age group of 21 to 45 years. In case any of the personnel so provided is not found suitable, the ICAR-IASRI shall have the right to ask for their replacement without giving any reasons and the agency will have to replace such persons immediately.
10. The rates to be quoted should include cost of each and every item including consumable like Pesticides, Insecticides, seeds of annual flowers, manpower cost, transportation cost, etc. Institute shall not bear any extra charge on any account whatsoever i.e. EPF contribution, ESI, Uniform, Liveries, OTA etc.
11. Seasonal plants will be provided and planted by the contractor throughout the year (Season wise) and no extra charge will be paid.
12. The contractor will discharge all legal obligations in respect of the workers to be employed/deployed for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified any claims loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, ICAR-IASRI shall be final and binding on the contractor.
13. The selected agency shall provide the necessary manpower for Redevelopment of some of the existing Lawns, Parks of the Institute at ICAR-IASRI PUSA NEW DELHI and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area. The contractor is bound to inform about workers deputed for undertaking the horticulture work and day to work progress to the concerned person responsible for supervision of horticulture work at Institute level.
14. Income Tax will be deducted from the payments due for the work done as per rule.
15. **It will be responsibility of contractor to remove all garbage/waste/ gravels, generated during day to day work and disposal to recognized MCD dumping ground on daily basis at the cost of the agency. The Institute will not allow any heaps of garbage/ gravels at any place in the premises/Parks. It will be the duty of the tenderer to dispose off to MCD dumping grounds failing which penalty may be imposed and the penalty would be at the discretion of the Competent Authority. Any payment that may be payable to the MCD for using their dumping grounds in the area/vicinity will have to be borne by the contractor.**
16. All complaints shall be attended immediately by the Agency.
17. Besides above, any other related job can be entrusted to the contractor and no extra payment will be made for the same.
18. The personnel engaged by the Agency for this job contract will not be an employee of the Institute and there will be no employer-employee relationship between the Institute and the personnels so engaged by the Contractor.
19. **The contractor must employ adult persons only. Employment of child labour may lead to the termination of the contract.**
20. Changing of workers should be intimated to the Caretaker.

21. Additional workers have to be deployed during the important meetings/ Seminars at this office as and when required. No extra payment will be made on this account.
22. The Contractor will be fully responsible for pruning of Trees/Plants for maintaining shape & size, removal of dry/dead parts/branches/part of the trees etc.

**RISK CLAUSE :**

ICAR-IASRI reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the work contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Security Deposit or pending bills or by raising a separate claim.

**LIQUIDATED DAMAGES CLAUSE :**

1. If the Horticulture services offered by the contractor are not found satisfactorily, a penalty as deemed fit, shall be imposed penalty of an amount equivalent to 1.5 times of the amount per day per square meter will be levied as liquidated damage. Whenever and wherever it is found that the services are not upto the mark, it will be brought to the notice of the supervisory staff of the firm by the Institute and if no action is taken within one hour liquidated damages clause will be invoked. The Horticulture area where the work are not found satisfactory, the proportionate amount shall be deducted from the monthly bill.
2. For delay in completion of redevelopment work and an amount of 2% of the total development charges per week of delay will be imposed subject to maximum of 10%.
3. Any misconduct/misbehavior on the part of the manpower deputed by agency will not be tolerated and such person(s) will have to be replaced immediately.
4. The Director, ICAR-IASRI reserves the right to reject any or all Tender in whole or in part without assigning any reasons therefore. The decision of Director, ICAR-IASRI shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

**Details of the Minimum 3 years experience/work done**

Sl. No.	Name of the Department/Organization and Name of contact person with Phone No.	Period		No. of staff deployed	Remarks
		From	To		

**(Authorised Signatory)**

**BANK DETAIL**

**Bank Name** : \_\_\_\_\_

**Branch Name with complete address** : \_\_\_\_\_  
: \_\_\_\_\_  
: \_\_\_\_\_

**Bank account number** : \_\_\_\_\_

**Bank IFSC code no.** : \_\_\_\_\_

**PAN number** : \_\_\_\_\_

**Telephone number** : \_\_\_\_\_



भा.कृ.अ.प.–भारतीय कृषि सांख्यिकी अनुसंधान संस्थान  
**ICAR-Indian Agricultural Statistics Research Institute**  
लाइब्रेरी एवेन्यू, पूसा, नई दिल्ली–110012.  
**Library Avenue, Pusa, New Delhi-110012**



मिसिल संख्या :11(5)/2016-खरखाव

दिनांक : 22.5.2017

## **FINANCIAL BID**

*(This financial bid to be enclosed in a separate envelop with seal)*

Last date for receipt of Tender : 23.5.2017 upto 14.00 hrs

Date of opening of Financial Bid : To be decided

To

Director,  
ICAR-Indian Agricultural Statistics Research Institute,  
Library Avenue, Pusa,  
New Delhi-110012.

Sir,

I/We wish to submit our Tender for providing of Redevelopment of some of the existing Lawns, Parks of the Institute AT ICAR-IASRI, PUSA, NEW DELHI and Krishi Niketan, Paschim Vihar and Annual Maintenance of existing and Redevelopment Area on the following rates:

### **SCHEDULE-II FOR DEVELOPMENT WORK AT ICAR-IASRI LAWNS**

Sl. No.	Description of Item	Unit	Rate
1	Redevelopment Preparation of land for plantation of grass, Earth work in surface ( <i>digging/ploughing of soil not exceeding 30 cm in depth, levelled and neatly dressed, disposal of stones gravels etc. to a proper place</i> ), Transplanting of Selection No-1 carpet neelgiri/ maxican grass (survive in shade places) in rows 5 cm apart in both directions including watering and maintenance of the lawn for 90 days or more till the grass forms a thick lawn and free from weeds).  Approximately 4500 Sq.Mtr. for redevelopment for three months. It will include in Maintenance area after proper development say 3 months and more. (area may increase or decrease).  Area indicated at Sl.No.1,3,4,6,9,10,12,19,27 to be considered for redevelopment. <i>Pl See annexure.-I</i>	Sq.Mtr	

2	Supplying and stacking of good earth at site including royalty and carriage ( <i>earth measured in stacks will be reduced by 20% for payment</i> ).	Per cu.m	
3	Supplying and stacking farm yard manure (FYM Okhla sludge (Give separate rate for FYM & sludge) at site including royalty and carriage( (FYM) measured in stacks will be reduced by 8% for payment).	Per cu.m	
4.	Supply of cement pots different sizes. 12 inch and above (quote the rate as per size)	Nos.	
5.	<b>* Providing and planting of plants like (Rate may be quoted as per height wherever is applicable)</b> Hedge ( <i>Different type of hedge plants</i> ) Edge ( <i>Different type of edge plants</i> ) Ground cover ( <i>Different type shade loving plants</i> ) Bougainvillea Chandni Chandni variegated Ashok Desi Gurhal Palm Dracaena Croton Ficus Ficus white Copia Rose ( <i>Desi and English</i> )		
6.	Maintenance charges per month. 20,500 Sq.Mtr (Approximately) (including pruning of trees time to time to maintain their shape, shifting of twigs, Grass, dry leaves etc. from the Parks to a proper place (compost pit), Maintenance of compost pit)  ( <i>Area may be decreased during the period of redevelopment</i> ).  <b>Note: The area for maintenance if increased / decreased, proportionate charges may be increased/decreased and payment shall be paid accordingly.</b>	Rate per month	

\* The agency must maintain the plants for three months and mortality, within 3 months has to be replanted by the agency. The plant cost must include the cost of plantation.

Total Area = 20562.00 Sq.Mtr. (Including area for redevelopment)

(Total area is 20562.00 Sq.Mtr. for maintenance throughout the year. Out of that 4562.00 Sq.Mtr. area is to be considered for redevelopment. When this area will be taken for



*redevelopment, it will be deducted from total area and again included in the maintenance area after a definite period under redevelopment i.e. 90 days or more till the grass forms a thick lawn and free from weeds)*

*Seasonal plants shall be provided and planted by the contractor throughout the year (Season wise) and no extra payment shall be paid.*

I/We agree to forfeit of the earnest money if I/We fail to comply with any of the terms and conditions in whole or in part laid down in the Tender form.

We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.

**Signature:**

**Signature: Name & Address of the Firm:**

**Telephone No.:Mobile No:**

**Annexure-I****Work wise area of different part/park(s) of the Institute/Residential area**

S.No.	Land mark	Approx. Area (sq. m.) for	
		Redevelopment	Maintenance
1	Park between krishi Vistar and new building	262.19	0
2	L type small park in the back side of new building in right side (near water tank)	0	41.4
3	Back side of new building along boundary wall (long Strip)	275.2	0
4	New building back side *	50.00	0
5	L type small park in the back side of new building in left side (near to bank)	0	50.45
6	Left side of new building near boundary wall (long Strip)	292.4	0
7	Small rectangular park in front of new building-left side	0	46.25
8	L type small park in front side of new building – right side	0	77.57
9	Park between new building and security room	986.6	0
10	Park between new building and back side of auditorium of old one story building (old NCAP campus)	1014.0	0
11	Park in side of old building (old NCAP campus)	0	170.04
12	Small park in front of sample survey block, old building	154.0	0
13	Park along the wall in front of old building	0	620.55
14	Park inside the old building *	0	260.00
15	Rose bed between old building and computer building	0	39.84
16	Park in the front of computer building	0	750.32
17	Computer building Park (Big park)	0	1530.5
18	Park (Small strip) near rose bed (between old and computer building)	0	93.4
19	Back side old building Tubewell area	1000	0
20	Ticona park near parking stand of Panse hostel	0	250
21	Round in front of Panse hostel	0	88.2
22	Park inside of Panse hostel	0	652.86
23	Back side Panse hostel	0	1013.5
24	Three side park, along Panse hostel (left side in the direction of ITH)	0	703.55
25	Back side Panse road side, (one staff quarter)	0	500.0
26	Long strip between boundary wall near warden banglow and road (Right side in the direction of ITH)	0	1102.0
27	Ticona park near ITH	527.8	0
28	Backside Sukhatme hostel	0	2010.0
29	Residential complex *	0	4000.00
30	Krishi Niketan *	0	2000.00
	<b>Total</b>	<b>4562.19</b>	<b>16000.43</b>

\* Note including earlier measurement.

## Summery

1. Total area = 20562.00 square meter

Area for development = 45 62.00 square meter

Area for maintenance = 16000.00 square meter

Total area is 20562.00 square meter for maintenance throughout the year. Out of that 45 62.00 square meter area is to be considered for redevelopment. When this area will be taken for redevelopment, it will be deducted from total area and again included in the maintenance area after a definite period under redevelopment.

Grass for planting = Neelgiri, Selection-1, Mexican (all grasses shade loving)

2. Plants

Plants name	Quantity (number)
Hedge	3000
Edge	4000
Ground cover (different type shade loving planta)	2000
Bougainvillea	200
Chandni	700
Chandni variegated	100
Ashok	500
Desi Gurhal	50
Palm	100
Dracaena	200
Croton	250
Ficus	300
Ficus white	50
Copia	200
Rose	200

3. Good earth = 40 cubic meter
4. Okhla sludge = 40 cubic meter

## 1. For development

Park No.	Identification	Approx. Area (sq. m.)	Work to be done (i.e. maintenance, plantation, grassing etc)	Quantity
1	Park between Krishi Vistar and new building	262.19	Redevelopment- grass(nilgiri or maxican, section-1), hedge ( <i>Murraya paniculata</i> or putranjiva roxburghii), ground cover (Lal grass , Lanthra of different colour, popiya) with FYM	Grassing Hedge =600 Ground cover = 1000
3	Back side of new building along boundary wall (long Strip)	275.2	Redevelopment - planting of Bougainvillea and maintain upto three month	Bougainvillea=200
4	New building back side	50.00	Redevelopment - planting of Chandni or dracaena or croton	Chandni =100 Dracaena = 50 Croton = 50
6	Left side of new building near to wall (long Strip)	292.4	Redevelopment- Grass(nilgiri or maxican), hedge (murraya or putranjiva roxburghii) with FYM, Good earth , Different type of Palm, ground cover of chandni of different colors in beds, Aklifa (red and green), Gurhal Desi, alpine ground cover (yellow flower)	Ground cover = 1000 Chandni =100 Aklia =100 Desi Gurhal =50 Palm=20
9	Park between new building and security room	986.6	Redevelopment: Grassing- Bermuda or nilgiri, Ground cover, and palm, edge	Chandni =100 Dracaena = 50 Croton = 50

				Palm = 25 Edge = 1200 Ashok = 60 Ficus = 60
10	Park between new building and back side of auditorium of old one story building (old NCAP campus)	1014.0	Redevelopment: Group of Ground cover in groups (shed loving), Palm, Edge	Chandni =100 Dracaena = 50 Croton = 50 Palm = 25 Edge = 1200
12	Small park in front of sample survey block, old building	154.0	Redevelopment: Grassing, croton, dracena, chandni, ficus white colour (star light)	Chandni =50 Dracaena = 50 Ficus white =50 Edge = 200
19	Back side old building Tubewell area	1000	Reevelopment: Grassing: selection 1, Ficus and Ashok along the boundary	Ficus = 100 Ashok =100
27	Ticona park near ITH	527.8	Redevelopment: Hedge, grassing selection one, ficus and ashok along wall. Permanent Ground cover	Ficus = 40 Ashok =40
	Total	4562.19		

## 2.0 For Maintenance

S.No.	Identification	Approx. Area (sq. m.)	Work to be done (i.e. maintenance, plantation, grassing etc)	Quantity
2	L type small park in the back side of new building in right side (near water tank)	41.4	Maintenance – General grass, flowering bed and edge	
5	L type small park in the back side of new building in left side (near to bank)	50.45	Planting of Ground cover chandni	Chandni =50
7	Small rectangular park in front of new building-left side	46.25	Planting of ground cover i.e. Copia etc	Copia =100
8	L type small park in front side of new building – right side	77.57	Planting of - ground cover i.e. Copia etc	Copia =100
11	Park in side of old building (old NCAP campus)	170.04	Maintenance	Rose =100
13	Park along the wall in front of old building	620.55	Edge, ground cover in groups (chandni, dracaena) . ficus and ashok along the wall	Dracaena = 50 Croton = 50 Ashok = 25 Edge = 1200
14	Park inside the old building	260.00	Planning of edge	Hedge = 150
15	Rose bed between old building and computer building	39.84	Rose bed	English rose = 100
16	Park in the front of computer building	750.32	Edge. Ficus and ashok along the wall	Ficus = 70 Ashok =70
17	Computer building Park (Big park)	1530.5	Hedge, dracena	Hedge = 2000
18	Park (Small strip) near rose bed (between old and computer building)	93.4	Hedge, grass, palm group of permanent land cover (chandni etc)	Palm = 10 Edge = 200
20	Ticona park near parking stand of Panse hostel	250.00	Maintenance	
21	Round in front of Panse hostel	88.2	Edge, Ground cover	Hedge = 200 Chandni in two color =100
22	Park inside of Panse hostel	652.86	Maintenance, gap filling planting of edge	Hedge

23	Back side Panse hostel	1013.50	Maintenance wild grass cleaning etc.	
24	Three side park, along Panse hostel (left side in the direction of ITH)	703.55	Maintenance, Hedge gap filling	Hedge (Putranjiva)
25	Back side Panse road side, (one staff quarter)	500.00	Open for compost manure , hedge gap filling	Hedge (Putranjiva)
26	Long strip between boundary wall near warden banglow and road (Right side in the direction of ITH)	1102.00	Maintenance: Hedge gap filling, group of toppory , chandni, palm. ficus and ashok along the wall	Hedge (Putranjiva) Chandni= 200 Palm =20 Ficus = 100 Ashok =100
28	Backside Sukhatme hostel	2010.00	Maintenance: panting of ficus and ashok along the boundary wall	Ficus = 50 Ashok =50
29	Residential complex-IASRI	4000.00	Maintenance	
30	Krishi Niketan	2000.00	Hedge, Maintenance	
		16000.43		

