



## **TENDER FOR**

**ANNUAL MAINTENANCE AND DEVELOPMENT OF LAWN,  
FLOWERBEDS, HEDGES ETC. AT HARISH -CHANDRA  
RESEARCH INSTITUTE, CHHATNAG ROAD, JHUNSI,  
PRAYAGRAJ -211 019**

***PART- 1 (TECHNICAL BID)***

**TENDER NOTICE NO. HRI/05/2020**

# Harish-Chandra Research Institute

Chhatnag Road, Jhunsi, Prayagraj

## INVITING TENDER FOR

### **ANNUAL MAINTENANCE AND DEVELOPMENT OF LAWN, FLOWERBEDS, HEDGES ETC.” AT HARISH-CHANDRA RESEARCH INSTITUTE, PRAYAGRAJ**

Bid Reference No. : NIT – HRI/05/2020

Last date and time for submission of bids : 03.03.2020 up-to 1500 Hrs.

Date and time of opening of Bid : 03.03.2020 up-to 1600 Hrs.

Place of Opening of Bids : Harish-Chandra Research Institute  
Chhatnag Road, Jhunsi, Prayagraj-211019

*The dates for submission and opening of the tender mentioned above are final. In case some other dates for these are mentioned elsewhere in the tender document, the above shall prevail over them.*

Address for any clarification/communication : Mr. Vijay Srivastava SO(C),  
0532-2274447,  
(vijay@hri.res.in),  
Mr. Manish Sharma SO-E,  
0532-227 4358,  
(manish@hri.res.in)

ENGINEERING SECTION,  
HARISH-CHANDRA RESEARCH  
INSTITUTE, PRAYAGRAJ

***This document contains : 18 Pages***

It will be the responsibility of the bidders to check website ***www.hri.res.in*** for any amendment through corrigendum in the tender document. In case of any amendment, bidders will have to incorporate the amendments in their bid accordingly.

**Sd/-**  
Seal & Signature of Registrar

**Harish-Chandra Research Institute**  
*Chhatnag Road, Jhunsi, Prayagraj*

Name of work: “Annual Maintenance and Development of Lawn, Flowerbeds, Hedges  
etc.” at Harish-Chandra Research Institute, Prayagraj

**Tender Notice No.: HRI/05/2020**

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**SECTION - I**

**NOTICE INVITING TENDERS**

**HARISH-CHANDRA RESEARCH INSTITUTE**  
**CHHATNAG, ROAD, JHUNSI, PRAYAGRAJ – 211 019**

**TENDER NOTICE NO. HRI/05/2020**

On behalf of the Director, Harish-Chandra Research Institute, sealed tenders are invited (**in Two bids**) from eligible contractors up to **3.00 p.m.** on **03.03.2020** and only technical bid shall be opened at **4.00 p.m.** on the same day for the work of “*Annual Maintenance and Development of Lawn, Flowerbeds, Hedges etc.*” at *Harish-Chandra Research Institute, Prayagraj*

Estimated Cost	EMD	Performance Security	Security Deposit	Tender cost
Rs. 22.00 Lakh	Rs. 44,000/-	@ 5% of tendered amount as per the tender condition	@ 5% of tendered amount as per the tender condition	Rs. 590/-

Interested parties may collect the Tender Documents from the Accounts Officer, HRI on recommendation of Engineer, HRI on payment of tender cost (Non Refundable) in cash from **07.02.2020** to **28.02.2020** during working hours. The Tender, complete in all respects should be submitted alongwith prescribed Earnest Money Deposit.

The party may also download the tender document from HRI web-site address: ***www.hri.res.in***. In that case they have to submit a Demand Draft of the tender cost alongwith the tender.

**Director, HRI reserves the right to accept or reject any or all the Tenders without assigning any reason.**

Sd/-  
**Registrar**  
HRI, Prayagraj

## **SECTION - II**

### **TERMS & CONDITIONS**

**TERMS & CONDITIONS**

*Following instructions should be strictly followed while submitting your tender.*

1. Your offer should be valid for a period of **120 days** from the date of opening of technical bid.
  2. **Price quoted by you should be excluding all the Taxes & remain firm throughout the period of contract.**
  3. Please note that your tender will not be considered unless it is received in sealed envelope super scribed with tender number and due date. It should be put in the Tender Box kept at Reception of Institute building, Harish-Chandra Research Institute at Chhatnag Road, Jhansi, Prayagraj – 211 019.
  4. Deadline for receipt of tenders (Part-1 & Part-2) is **3.00 p.m.** on or before **03.03.2020**. Late submission will not be entertained on any account. Part-1 (Technical bid) and Part-2 (Price bid) will be in two separate envelopes.
  5. The Part-I of tender will be opened at the above office at **4.00 p.m.** on **03.03.2020** and your authorized representatives can be present at the time when the tenders are so opened and opening time of Part-2 (Price Bid) will be intimated later on to qualified bidder of Part-1 only.
  6. If the Institute will not get sufficient bids by date of opening of tender then date of selling and opening, date of tender may be extended. In this regard, bidders have to check the website of Institute till tender is removed from Institute website for downloading.
  7. Tenderer has to submit the following with the technical bid.
    - a. Proof of average annual turnover of not less than Rs. 22.00 lakh during last three years ending 31.03.2019.
      - (i) Year 2016-2017
      - (ii) Year 2017-2018
      - (iii) Year 2018-2019
    - b. Experience of having successfully completed works during last seven years ending 02.03.2020. The party has to submit work order copy, Performance and completion certificate of the concerned work:
      - 3 similar works completed costing not less than Rs. 8.8 lakh each OR
      - 2 similar works completed costing not less than Rs. 13.2 lakh each OR
      - 1 similar works completed costing not less than Rs. 17.6 lakh

Similar work shall mean: Horticulture maintenance. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of receipt of application for tenders.

and

One completed similar work (either part of (e) or a separate one) costing not less than Rs. 8.8 lakh with some Central/State Government Organization/Central Autonomous Body/Central Public Sector undertaking during last seven years ending 02.03.2020.

  - c. Full address of firm along with /Telephone no./Fax no./E-mail address :
  - d. Attested copy of PAN
8. Tender containing erasures or alterations will not be considered.
9. The party should be registered under GST. They have to submit a proof of Registration with their technical bid otherwise they will not be considered in this tender.
10. If the bidders do not submit the required document/details with their bids then Institute may ask the bidders to submit the details/documents after opening of their bids. However, if three or more bidders are qualifying in the tender then bidders will not be asked to submit the details after opening of their bid.

11. The period of contract is for three years. However, initially it will be awarded for one year & based on satisfactory performance it may be renewed for second year & third year.
12. You shall in a separate sheet to the tender, furnish in case you are a partnership firm of joint Hindu family concern, the names and full particulars of the partners of the members of the joint Hindu family owning the concern. The tender must be signed by the authorized persons only. (Proprietor/Power of attorney/By all partners etc. as applicable).
13. If bidder does not quote rate of any item under schedule of quantities or leaves the rate column blank then their bid will be treated as unresponsive & not be considered.
14. A deposit at call Receipt or Demand Draft/FDR of scheduled Bank guaranteed by the Reserve Bank of India for the **Earnest Money Deposit of Rs. 44,000/-** in favour of Registrar, HRI, Prayagraj is to be enclosed with the Tender Document (part-1) at the time of submission. No exemption in earnest money shall be given. All tenders submitted without requisite amount of earnest money and tender fee shall be rejected.
15. Earnest Money Deposit of the party to whom tender will be allotted will be treated as a part of Security Money. The security money will be @ 5% of tendered value and will be returned after 3 months from the date of completion of work. In addition the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as performance security within the period prescribed for commencement of the work in the letter of award issued to contractor and will be released along with the final bill.
16. In case the contractor leaves the work or shows unwillingness to do work within stipulated contract period (ref. point no. 10 as above) then EMD, Performance security & Security money deposited by party will be forfeited to HRI.
17. The schedule of quantity is indicative are tentative. Actual quantity may vary based on the actual requirement.
18. Letter of Intent (LOI) will be issued to lowest bidder in this tender. As per LOI, contractor will be required to deposit an amount @5% of tendered value against irrevocable Performance Guarantee/ Security, which is in addition to other deposits mentioned elsewhere in the tender document for proper performance of the contract agreement, (notwithstanding and/or without prejudice to any other provisions in the contract), within 15 days of issue of this Letter of Intent. This period can be further extended at the written request of the contractor by the Engineer-in-charge for a maximum period ranging from 1 to 15 days with late fee @ 0.1% per day, of performance guarantee amount. The performance Guarantee shall be valid up-to stipulated period of AMC plus 60 days from the date of issue of this Letter of Intent. The stipulated period of AMC for this work is initially for one year. Extension of period if any and refund of the guarantee shall be as per relevant terms and conditions of contract.
19. The concerned horticulture work is basically related to maintenance/development of campus area. The measurement is mostly on an area basis. The defined area may be maintained by deploying any number of machines or manpower as per requirement by contractor. The contractor should however keep in mind to deploy labourers, keeping in consideration the welfare of labourers in line of the general guidelines of labour law. Accordingly they should quote their rate for the items under schedule of quantities in part-II (price bid).
20. The contractor has to engage trained labour for this concerned work. The supervisor required under Part –C of schedule of quantities should have experience of horticulture work of at-least ten years. The appointment of supervisor should be in consultation with concerned HRI official. The wage of supervisor defined in schedule of quantities is based on skilled category of manpower. The prevailing wage is Rs. 469/-. It will be revised as and when VDA is revised by Institute for other workers in the same category of manpower under Security and Housekeeping contract. The contractor may quote their service charge maximum up-to 10% on wages of manpower. The contractor has to provide wages of supervisor accordingly. If contractor does not quote the (%) of service charge than it will be presumed that they have quoted 0% of service charge. Accordingly bids will be evaluated.



21. In case of any discrepancy between terms & conditions and General specifications of tender, then terms & condition of tender shall take precedence.
22. Procedure for dealing with ambiguities in rates: That if on check there are differences between the rates given by the contractor in words and in figures or in amount worked out by him, the following procedure shall be followed:
  - (a) When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the contractor shall be taken as correct.
  - (b) When the amount of an item is not worked out by the contractor, or if it does not correspond with the rates written either in figures or in words, then the rate quoted by the contractor in words shall be taken as correct.
  - (c) When the rate quoted by the contractor in figures and in words tallies, but the amount is not worked out correctly, the rates quoted by the contractor shall be taken as correct and not the amount.
23. Incomplete tenders are liable to be rejected.
24. The supervisor will be directly under the control of contractor. However, he will also report to the concerned HRI official. He will be provided working space for official work in Engineering office. As per instruction of official he has to maintain day to day record of work & supervise the other labourers engaged in this work. The supervisor should demonstrate own initiative for horticultural upgradation of HRI, premises. Seasonal plan (s) for the same should be prepared and submitted to the designated officer. The competent authority of HRI has right to reduce the quantity/part of work under schedule of quantities. In this regard, supervisor may be dropped in this contract with one month notice to contractor and may be engaged from other source also in same manpower category for supervision of horticulture work.
25. For betterment of work, Institute may take opinion from any expert/horticulturist related to Horticulture work. As per the suggestions of expert suitable instruction will be passed to contractor. In that connection, contractor has to ensure the implementation of suggestions as per conditions of tender. If it is found that there is any additional monetary aspect in implementation of suggestions then a bare minimum charges may be given to contractor after approval of competent authority of HRI.
26. **Payment terms:** Contractor has to submit monthly running bill to the department for payment. From their bills TDS will be deducted. If there are any other statutory taxes applicable in this work then contractor has to deposit it on their own to the concerned Department and take reimbursement of same from HRI after submitting the proof of same.
27. For the payment of supervisor, party has to open his account in the existing Bank in HRI campus i.e. Bank of Baroda. They should directly transfer his monthly wages in his Bank account by 7<sup>th</sup> of every month.
28. The monthly wages of supervisor will be calculated based on four pay day holiday in a month. This will be as per guidelines of the Institute for Security & Housekeeping agency contract.
29. The staff of the contractor deployed for operation/repair/maintenance work in the HRI, shall be the employee of the contractor and at no time will be treated as employee of the Institute, nor will they ever claim to be employee of the Institute during the contract or thereafter.
30. The contractor will be wholly responsible for their labourers deployed at site. The labourers who will be engaged for long duration for work at site, a photo identity card of them will be issued by the contractor. However, the labourers who will be brought at site for shorter duration, written information has to be given by the contractor or their representative to the Engineering' Office to allow them for work.

31. As the nature of work is maintenance type, therefore party has to give proper attention in maintenance work as directed by concerned HRI officials. If it is found that contractor is not taking interest in addressing the problem in time then warning letter will be issued to contractor. After two warnings a penalty amount @ 0.25% of order value will be deducted from their bill for each warning. After 5 warning the contract may be terminated also and in that case EMD & Performance security and any other security amount may be forfeited.
32. If the period of contract is extended with enhancement of amount then contractor has to increase wages of their labour minimum as per given % hike. If it is found that contractor is not increasing the wages their labourers accordingly then suitable action will be taken in which enhancement amount may be withdrawal and even also contract may be terminated on a notice of one month in advance.
33. Water required for the work will be arranged by the Department. In case contractor uses power of Institute for running any appliances related to works any day of a month then 1% of the bill amount of that particular month will be deducted against use of electricity.
34. Don't detach any paper from the tender document and put the signature in all the papers of the tender document.
35. For any information/clarification in this tender, you may contact Engineering Section, HARISH-CHANDRA RESEARCH INSTITUTE, during office hrs. (9.00 a.m. to 5.30 p.m.) on any working days.
36. **In case any discrepancy between terms & conditions and General condition of tender then terms & condition of tender shall take precedence.**
37. Decision of the Director of the Institute will be final & binding for all concerned.
38. Director, Harish-Chandra Research Institute reserves the right to reject any or all tenders without assigning any reason whatsoever. Harish-Chandra Research Institute would not be under any obligation to give any clarifications to those contractors whose tenders have been rejected.
39. All disputes will be subject to Prayagraj jurisdiction.

**Note: The contractor acknowledge that he has satisfied himself as to the nature and location of the work before submitting the tender.**

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#### **DECLARATION BY THE CONTRACTOR**

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I/We have signed and submitted the tender under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by the conditions from serial no. 1 to 39. This is also certified that I/We/our principal manufacturing firm has no objection in signing the contract if the opportunity for the items against this tender is given to me/us.

Date:

Signature:

Address:

Name:

Designation:

On behalf of company Seal:

## **SECTION - III**

### **GENERAL SPECIFICATION OF WORK**

## **GENERAL SPECIFICATIONS FOR MAINTENANCE OF LAWNS, TREES, FLOWER BEDS, HEDGES ETC.**

### **I. PURPOSE:**

The purpose of horticulture work is that the whole office premise (HRI, Campus) must look rich with lush green lawns and parks and beautiful flowers so as to provide an excellent ambience of work-environment and at the same time makes the office premises environmental friendly and to make a good impression on the visitors and public who visit here for various purposes. The contractor has to undertake all such jobs/activities required to maintain the office premises in a presentable condition and in above mentioned spirit at all the time whether such activities are elaborated hereunder or not. While undertaking this work, the contractor will develop/maintain the parks and lawns at the open space at the backyard of office premises in consultation with the designated officer. The contractor will also develop a nursery for seasonal and perennial type of flowers and plants. They will maintain flower pots indoor and outdoor in consultation with designated officer and ensure that the flowers and plants in those pots do not die or suffer in any manner and that they will change them periodically for their good maintenance.

### **II. MAINTENANCE OF LAWN, HEDGES ETC.:**

- a) Watering regularly
  - b) Cutting grass in lawns periodically and rolling thereafter to make them smooth.
  - c) Weeding out crease.
  - d) Trimming the hedges, shrubberies.
  - e) Applying fertilizers, pesticides, etc.
  - f) Hoeing the soil around plants.
  - g) Removing and planting annual/seasonal plants in flower beds.
  - h) Removing rubbish and keeping the areas clean.
1. Contactor has to maintain the lawn/flowerbed/hedges etc. as per standard level marked by the Institute. For which general photographs will be shown to the contractor whom work will be awarded. In this context, contractor has to give assurance in writing. As the nature of work is maintenance type therefore party has to give proper attention in maintenance work as directed by concerned HRI officials. If it is found that contractor is not taking interest in addressing the problem in time then a warning letter will be issued to the contractor. After two warnings a penalty amount @ 0.25% of order value will be deducted from their bill for each warning. After 5 warnings the contract may be terminated also and in that case EMD & Performance security and any other security amount may be forfeited.
  2. During rains if excess water is collected, the same shall be cleared/ drained at no extra cost.
  3. If it is observed that watering/maintenance has not been done properly, the same will be got executed by Department/through other agencies also and the cost will be recovered from contractor bills.

### **III. MAINTENACE OF TREES:**

Trees along roads, around buildings and in plantations shall be maintained by regularly watering, trimming, trying guy wires, hoeing, removing weeds, applying fertilizers, pesticides, etc. will be under the scope of work.

**IV. SUPPLYIN, STACKING AND SPREADING MANURE:**

The manure shall be cattle dung/farm yard manure and shall be dry, free from soil, rubbish, vegetation, etc. It shall be stacked to departmental gauge for measurement and payment. The quality shall meet with the approval of the Engineer. It shall be made fine, mixed with garden earth wherever necessary, conveyed over a lead upto 100M. Spread at required places as directed by the Engineer.

**V. SUPPLYING, STACKING & SPREADING GARDEN EARTH**

The contractor shall indicate to the Engineer the source from which he proposes to bring garden earth. If the quality is approved by the Engineer, he shall excavate, transport and stack to departmental gauge for measurement and payment. It shall be made fine by breaking clods, mixed with manure wherever necessary, conveyed over a load upto 100M, spread at required places as directed.

**VI. CUTTING AND CLEARING WILD GRASS, VEGETATION, WEEDS ETC.**

In certain area, dried, leaves, wild shrubs are to be removed/uprooted and cleared and disposed off. The area thus prepared is to be maintained as described hereinafter.

Cutting shall be done closet to the ground. All cut materials shall be stacked in a control place, carefully buried or burnt under the direction of the Engineer and the ashes, remains buried nearby. All the scorched area shall be scraped and made neat without traces of burning.

**VII. REINSTATING OF LAWNS.**

**Collecting and planting green grass roots.**

Green grass roots shall be collected by the contractor from the places selected by the Engineer. The roots shall be cut into bits, planted in the mixed layer of manure/cattle dung and garden earth, a thin layer of mixture spread over, watered for minimum 10 days to obtain green lawn surface everywhere.

**VIII. MAINTENANCE OF NURSERY, FLOWER BED & FLOWER POT**

Contactor has to maintain Flower Bed, flower pots indoor & outdoor in consultation with designated officer and ensure that the flowers and plants in those bed and pots do not die or suffer in any manner and that he will change them periodically for their good maintenance.

**IX. Other:**

- a) The Contractor shall visit the site and see for himself the scope of work involved prior to tendering:
- b) The tenderer shall note that as and when required the Department may excavate trenches to reach telephone, power cable, water/sewer lines for regular maintenance. The tenderer/contractor in such locations shall so plan his activities that the departmental works are not impeded. After the backfilling of such lawns are to be reinstated will be paid for under relevant item for which tenderer has quoted under the schedule of quantities.
- c) The contractor has to engage suitable manpower for the concerned work and they have also to supervise the work properly.

**ANNUAL MAINTENANCE AND DEVELOPMENT  
OF LAWANS, FLOWERBEDS, HEDGES ETC. AT  
HARISH-CHANDRA RESEARCH INSTITUTE,  
CHHATNAG ROAD, JHUNSI,  
PRAYAGRAJ -211 019**

**PART- 2 (FINANCIAL BID)**

**SCHEDULE OF QUANTITIES**

Sl. No	Specification	Qty.	Unit	Rate in figures & words Rs. Ps.	Total Amount Rs. Ps.
A	B	C	D	E	F = (C x E)
<b>PART -A (Items under regular maintenance basis)</b>					
1.	Maintenance of lawns, hedges etc. as per specification including transporting the cut grass, cut hedges, weeds etc. in contractors own arrangement to the Bins located in HRI Campus, for dumping, disposing them off as directed by Engineer to HRI dumping yard & disposal. The rates should include the charges for garden hose pipe, Lawn mower, tools etc.	35000 x 12	Sqm/month		
2.	Maintenance of flowerbeds as per specification including transporting the cut grass, falling leaves from the trees, weeds etc. in contractors own arrangement to the Bins located in HRI Campus, for dumping, disposing them off as directed by Engineer. The rates should include the charges for garden hose pipe, tools etc.	3000 x 12	Sqm/month		
3.	Maintenance of tree & plants along the road , around the buildings & inside-outside lawn portions including ponding around it & removing weeds, trimming off the branches where necessary & watering complete as per specification and as directed by the Engineer. (The rate should include the charges for garden hoses required for periodical watering and termite control)	1000 x 12	No/month		
4.	Development of Nursery including plants and trees, watering the plants, mixing garden earth, manure filling in pits, preparing potted plants, sowing seeds, inter culturing propagating seedlings and new sapling in polythense bags, transferring it to potted plants later removing weeds trimming including disposing the unwanted vegetation and disposed off as directed. The rates should include the charges for garden hose pipe, Lawn mower, tools etc.	2000 x 12	Sqm/month		
<b>Total Part -A =</b>					

Sl. No	Specification	Qty.	Unit	Rate in figures & words Rs. Ps.	Total Amount Rs. Ps.
A	B	C	D	E	F = (C x E)
<b>PART -B (These items will be executed as &amp; when required)</b>					
1.	Uprooting rank vegetation and weeds by digging the areas to a depth of 60cm or as required, removing all weeds and other growth with roots by forking repeatedly, breaking clods, rough dressing, flooding with water, uprooting fresh growths after 10 to 15 days and then fine dressing for planting new plants and trees including disposal of all rubbish with all leads and lifts. (Cost for preparation of new plants and trees is already included in item no. 4 under part -A)	7000	Sqm		
2.	Supply and stacking of good earth at site including royalty and carriage up-to 1 km (earth measured in stack will be reduced by 20% for payment).	50	Cum		
3.	Grassing with 'Doob' grass including watering and maintenance of the lawn for 30 days or more till the grass forms a thick lawn free from weeds and fit for mowing including supplying good earth if needed (the good earth shall be paid for separately). In rows 5 c.m. apart in either direction	1000	Sqm		
4.	<b>Path way (trail) upkeep area around 4000 sqm:</b> Cleaning of path and removing removal of grass, brush wood and rubbish up-to 600 mm on both side of pathway. The rates should include the charges for tools etc.	50	Job		
5.	Supplying, stacking best dry farm yard <b>manure/cattle</b> dung including spreading filling in pits lawns etc. as per specifications & as directed by the Engineer with a lead up to 100 metres.	100	Cum		
6.	Supplying, Stacking of the following material as per requirement and directed by the Engineer-in-charge.				



Sl. No	Specification	Qty.	Unit	Rate in figures & words Rs. Ps.	Total Amount Rs. Ps.
A	B	C	D	E	F = (C x E)
a	Urea (IFFCO/Chandchhap)	10	Bag		
b	Supply of DAP	5	Bag		
c	Supply of neem cake	100	Kg.		
d	Supply of Dusban TC	5	Lit		
e	Supply of Monocrotophos 36 % SL	5	Lit		
f	Supply of Calcium powder (Choonna)	100	Kg.		
g	Supply of flower earthen pot size around 1 feet	500	Nos.		
7.	Removing of moss from the open area in the campus including materials and tools whichever required as per the direction of Engineer-in-charge.	500	Sqm		
8.	Clearing grass and removal of the rubbish up-to a distance of 50 m	15000	Sqm		
9.	Removals of Bee hive from the place wherever required including all Labours, material and tools which are required for the same as per direction of Engineer In-charge.				
a	Bee Hive girth up-to 50 cm.	5	Each		
b	Bee Hive girth more than 50 cm and up-to 100 cm.	2	Each		
10.	Felling trees of the girth (measured at a height of 1 m above ground level), including cutting of trunks and branches, removing the roots and stacking of serviceable material and disposal of unserviceable material				
a	Beyond 30 cm girth up-to and including 60 cm girth	5	Each		
b	Beyond 60 cm girth up-to and including 120 cm girth	5	Each		
c	Beyond 120 cm girth up-to and including 240 cm girth	5	Each		
11.	Removing of creeper from tree (girth up-to 120 cm.) as per requirement and directed by Engineer, HRI	50	Each		
<b>Total Part -B =</b>					

**PART-C**

Sl. No	Specification	Qty. in day	Minimum wages	Percentage of centage (profit of tenderer) on minimum wages	Total wages including centage charge	Total Amount Rs. Ps.
A	B	C	D	E	D + E = F	G = (C x F)
1	Supply of Supervisor for Gardening work	365	Rs. 469 (Per day)	-----%		
<b>Total Part -C =</b>						
<b>Total Part (A+B+C)=</b>						

**PART-D**

Sl. No.	Next year maintenance	% increase based on Part-A & Part-B	Amount as per % quote on Part-A & Part-B
1	Second year		

(Total in words Rupees.....)

**Note:** 1. The maximum % quote for 2<sup>nd</sup> year AMC under part-D should not be more than 6% of 1st year AMC value of part-A & B.

- The selection criteria of lowest bidder will be as -: Total minimum quoted amount as a whole of all the four parts i.e. (part-A, part-B, part-C & part-D) taken together.
- The period of contract is planned for two years and it may be further extended for one more year. However, initially, it will be awarded for one year only & based on satisfactory performance of the tenderer it may be extended for 2<sup>nd</sup> year with % hike as per part-D. If the work is further extended for 3<sup>rd</sup> year then % hike will remain same as for 2<sup>nd</sup> year & will be calculated as per given example - if quote for 2<sup>nd</sup> year % hike is 4% then % hike for 3<sup>rd</sup> year will be 8.16% [4% hike on 1<sup>st</sup> year + 4.16% (4+4% of 4) hike on 2<sup>nd</sup> year] of 1<sup>st</sup> year AMC value of part-A & B.
- The wages of supervisor defined in schedule of quantities is based on skilled category of manpower. The prevailing minimum wages is Rs. 469/-. It will be revised as per VDA time to time. The contractor may quote their centage maximum up-to 10% on wages of manpower. The contractor has to provide wages of supervisor accordingly. If contractor do not quote the % of centage than it will be presumed that they have quoted 0% centage. Accordingly bids will be evaluated. As VDA is applicable on party-C therefore for next two years maintenance no additional increase has been considered for this in part-D.
- If contractor deposit EPF & ESI contribution of Supervisor against their wages to concerned EPF & ESI department then related portion of EPF & ESI of Employer will be paid by HRI to contractor on submission the proof by contractor in this regard.
- Price quoted by the contractor should be excluding GST & remain firm throughout the period of contract. The party may claim GST if applicable in this work with their bill. Institute will pay the amount for GST. However, the liability of depositing tax (GST) to concerned Department will be totally on the contractor and they have to submit a proof quarterly to the concerned Department of HRI.

Signature & Seal of Tenderer