

**TENDER FORM**

(No.NIT/WORKS\_HORTICULTURE/6/2010)

**Name of work:** Contract for the Plantation/Horticulture Work for development of Green Belt in NABI, Sector-81, Mohali inside boundary of 35 acre plot

**TECHNICAL BID TO BE OPENED ON 9<sup>th</sup> JULY, 2010 AT 03.30PM**

**I N D E X**

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**NOTE: CONTRACTORS WHO HAVE DOWNLOADED THE TENDER DOCUMENTS FROM WEBSITE, ARE REQUIRED TO ATTACH DEMAND DRAFT/PAY ORDER FOR Rs.300/- (THREE HUNDRED ONLY) FAVOURING NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE, MOHALI, BEING THE COST OF TENDER DOCUMENTS, FAILING WHICH THE TENDER WILL NOT BE CONSIDERED.**

**Details of Demand Draft/Pay order**

1. Demand Draft/Pay Order for Rs.300/- (Rupees three hundred only) drawn on

\_\_\_\_\_ is enclosed with technical bid towards the **cost of tender documents.**

2. Demand \_\_\_\_\_ Draft/Pay \_\_\_\_\_ Order \_\_\_\_\_ for Rs. \_\_\_\_\_ Rupees \_\_\_\_\_) drawn on \_\_\_\_\_ is enclosed with technical bid of the tender documents towards **Earnest Money Deposit (EMD).**

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

Address \_\_\_\_\_

Date \_\_\_\_\_

Rubber Stamp \_\_\_\_\_

TENDER FORMS ISSUED TO: \_\_\_\_\_  
\_\_\_\_\_

Signatures \_\_\_\_\_

**NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE**  
 (Deptt. Of Biotechnology, Ministry of Science & Technology, Govt. of India)  
 C-127, Industrial Area, Phase VIII, S.A.S. Nagar (Pb)-160 071  
[www.nabi.res.in](http://www.nabi.res.in) Tele: +91-172-4604888 FAX: +91-172-4011916

**NOTICE INVITING TENDER**  
**(No.NIT/WORKS\_HORTICULTURE/6/2010)**

Sealed tenders are invited on behalf of the Executive Director, National Agri-Food Biotechnology Institute, Mohali from the eligible Contractors of C.P.W.D./P.W.D. and those of appropriate list of Department Central/State Govt./U.T. for the under mentioned work. The Tenderer must have completed at least 3 similar works/contracts in the last 2-years. Schedule of work and terms & conditions can be had from the office of the undersigned from 2<sup>nd</sup> July, 2010 till **9<sup>th</sup> July, 2010 (upto 2.30 p.m.) OR download from the website [www.nabi.res.in](http://www.nabi.res.in)**. Tenders shall be received latest by **9<sup>th</sup> July'2010 (upto 3:00 p.m.)** which shall be opened on the same day at 3.30 P.M. in the presence of the intending tenderers who wish to be present. The bids should be quoted in TWO separate covers as 'Technical' & "Financial" bids. The Technical bid shall be opened first and financial bid will be opened for those contractors only whose bids are found technically/competency level.

**Name of work** : **Contract for the Plantation/Horticulture Work for development of Green Belt in NABI, Sector-81, Mohali inside boundary of a 35 acre plot**

Estimated Cost : Rs.3.5 lakh

Earnest Money : Rs.7,000/- (In the form of D.D. /F.D.R. in favour of NABI)

Cost of Documents : Rs.300/-  
 (including Terms & Conditions & Schedule of quantities)

**Time of Completion** : Completion of Green Belt upto 30<sup>th</sup> Sept., 2010; and maintenance of Green Belt upto 1-year thereafter.

The Executive Director reserves the right to reject any/all quotations without assigning any reason or can award the work to more than one Tenderer.

**ADMINISTRATIVE OFFICER**

**NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE**  
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**GENERAL TERMS AND CONDITIONS**  
**(NIT No.NIT/WORKS\_HORTICULTURE/6/2010)**

**CONTRACTOR SUPERVISION AND MAN POWER :**

The contractor must engage experienced supervisor for the supervision of **Horticulture/ Plantation work for the Development of Green Belt in NABI, Sector-81, Mohali.** All field staff must also have adequate experience of horticulture work.

**GENERAL MAINTENANCE:**

The maintenance shall include watering, fertilizing plants and protection from pests and diseases. Sweeping, weeding, moving and disposal of garden refuse, pruning, trimming and clipping of plants for proper growth are included in the work of maintenance for ensuring good standard of maintenance. The under-mentioned is also included in maintenance but is not limited to the following:-

- 1. Cultivation:-** Regular weeding and hoeing of tree pits and trimming and pruning of trees to be done every fortnight.
- 2. Material at Site:-** The contractor must ensure that all garden machinery tools/hose pipes etc. are removed from the site or kept in hidden places to avoid visitors view during off hours.
- 3. Precautionary Measures:-** The contractor must take all necessary precautions for carrying out the above operations. In the event of any injury/accident to any person, the responsibility and liability will be entirely of the contractor.
- 4. Repair and Replacement:-** The contractor shall carry out all minor repair to Garden features damaged due to digging in the area or other such reasons.
- 5.** Adequate watering of all plants with hosepipe or hand/tractor water trolley should be done regularly.
- 6.** Manure and fertilizers shall be applied under the direction of the Officer-in-Charge as basal and maintenance doses.
- 7.** Periodic checks shall be carried out for the pests and disease. Proper spraying of pesticide and fungicide will be done for eradication by the contractor using his own material and equipment.
- 8. Sweeping:-** The following daily operations are to be carried out:-
  - (a) Removal of the rubbish and disposal of garden refuse to the dumping ground directed by the Office-in-Charge. No grass/refuse shall be left overnight in the plantation area.

***The General Features :***

1. The contractor must take all necessary precautions for carrying out the above operations. In the event of any injury / accident to any persons working or third party, the responsibility and liability will be entirely of the contractor.
2. If due to any reasons or negligence or improper care whatsoever any plant gets damaged during the contract period, the contractor shall replace the same with new plants (same size and same variety) at his own cost and nothing extra shall be paid on this account. If the contractor fails to do so, necessary recovery shall be made from running final bills and the decisions of the officer-in-charge about the condition of the plants and rate of recovery shall be final and binding on the contractor.
3. The contractor shall hand over the plants, trees and shrubs, etc. in healthy condition on the date of completion of the job and takeover for maintenance purposes.
4. The site will have to be left neat and clean after completion of the work to the satisfaction of the Executive Director, NABI.
5.
  - a) The time for carrying out the work as entered in the (under shall be strictly) observed by the contractor and shall be deemed to be the essence of the contract on the part of the contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and the contractor shall pay as compensation an amount equal to one per cent or such smaller amount as the Employer (whose decision in writing shall be final) may decide on the amount of the whole work as shown in the agreement, for every week the work remains uncommenced or unfinished after the proper dates.
  - b) And further to ensure good progress during the execution of the work, the contractor shall be bound in all cases in which the time allowed for any work exceeds one month (save for special jobs) to complete one-eighth of the whole of the work before one fourth of the whole time allowed under the contract elapsed three-eighths of the work, before one-half of such time has elapsed, and three-fourth of the work before three-fourths of such time has elapsed. However, for special jobs if a time schedule has been submitted by the contractor and the same has been accepted by the Employer, the contractor shall comply with the said time schedule in the event of the contractor failing to comply with this conditions he shall be liable to pay as compensation an amount equal to one percent or such smaller amount as the Employer (whose decision in writing shall be final) may decide on the said cost of the work for every week that the due quantity of work remains Incomplete. Provided that the entire compensation to be paid under the provisions of this clause shall not exceed ten per cent on the cost of the work as shown in the agreement.
6. The Executive Director, NABI, reserves the right to reject of accept any or all the tenders without assigning any reason thereof.

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**SPECIAL TERMS AND CONDITIONS**  
**(No.NIT/WORKS\_HORTICULTURE/6/2010)**

1. The Contractor will supply the plants saplings & install these in the ground and maintain the same along the periphery of the campus approx. 1600 meters. Prices will be firm without any escalation during the period of contract.
2. The contractor must engage enough nos. of qualified man-power to maintain the green belt and plantation area in good condition on day to day basis, which include working supervisor. Attendance register shall be maintained at site by the Contractor and shall be checked by the authorized personnel from NABI.
3. The Contractor shall submit the Tender in the following manner:
  - i) **TECHNICAL BID** (in a separate cover) should contain the following information:
    - a) Name, Designation & experience of the supervisory staff available with Contractor;
    - b) Total No. of Tools & Tackle with capacity to carry out the work;
    - c) Total amount of jobs undertaken and maintained thereafter in the last 3-years, with certificate and amount
  - ii) **FINANCIAL BID** – in a sealed cover separately, shall indicate details of the amount as per proforma of price given in the Tender Form.
4. NABI shall have technical negotiations and visit to the works carried out by the Contractor/s after the Tender is opened.
5. Normal working hours shall be 8 hours a day i.e., 9 A.M. to 5 P.M.
6. The contractor has to arrange his own garden implements used for horticulture operations in the green belt and plantation area. The running and repair cost of tools shall be borne by the contractor & nothing shall be paid extra on this account.
7. Water irrigation shall be arranged by the contractor alongwith other required inputs for the plants.
8. Damage/dry plants, grass weeds and rubbish etc. should be disposed off outside the periphery of the area as directed by the authorized In-charge and should not be burnt in any case.
9. The contractor shall be required to divert his labour to carry out certain minor changes/ renovation within the existing maintained area wherever considered necessary by the In-charge. No extra payment shall be payable on this account.
10. Plants should be healthy and free from all types of disease & defects and should be as per the specification given in schedule of quantities.
11. 10% security shall be deducted from running bills as per agreement clause subject to a ceiling of 5% of the tender value and shall be refundable after the completion of work including maintenance period.

12. Scope of the work covers maintenance works which include removal of rank vegetation weeds and bushes in the planted area.
13. The maintenance will be carried out under the general supervision of Administrative Officer, NABI, or his representative officer in charge at site.
14. The contractor shall maintain site in good conditions till the completion of contract.
15. No compensation shall be paid for damage caused by rains, earth quake or other natural calamities during the execution of the work and no claim will be entertained on this account later on.
16. The work shall be carried out in such a manner so as not to interfere or effect or disturb other works, being executed by other agencies, if any.
17. Watch and ward of plants and green belt area and plantation area will be the Contractor's responsibility.
18. The contractor shall bear all incidental charges for cartage, storage and safe custody of materials procured / issued to him by the Department.
19. The contractor shall bear the expenses on account of VAT, PF, ESI & other levies & taxes according to rule of the Central/State Govt. where ever applicable.
20. 1% labour cess will be deducted from each bill.
21. Contractor shall do the work on the agreement rates even when the time of maintenance is increased up to 3 months. Payment for extra period shall be made on pro-rate basis.
22. Bidder should be registered under CS(LA) Act and will follow all the labour laws applicable in the state for such works. In case not registered then an affidavit stating that they have employed less than 20 persons is to be submitted.
23. Force-Majeure:- The contract shall be covered under the standard force-majeure clause of any uncontrollable.
24. Arbitration:- In case of any dispute arising during the course of operation of the contract, the same shall be resolved amicably by mutual discussions. If not resolved, then decision shall be made under the Indian Arbitration Act, 1964.
25. The Executive Director, NABI, reserves the right to reject or accept any or all the tenders without assigning any reason thereof.

**Administrative Officer**

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**SCHEDULE OF OPERATIONS**  
**MAINTENANCE OF TREES AND SHRUBS**  
 (NIT No.NIT/WORKS\_HORTICULTURE/6/2010)

**Name of work: Contract for the Plantation/Horticulture Work for development of Green Belt in NABI, Sector-81, Mohali inside boundary of a 35 acre plot**

|    |  |   |
|----|--|---|
| A. | Supply of all plants as per schedule of quantities   |   |
| B. | Plantation of the plants as per the plan to be decided at site along the periphery of the campus |   |
| C. | Watering Operations<br>(For One Year during maintenance period)                                  | Daily during the summer season.<br>Depends on the weather conditions in other season. |
| D. | Weeding or hoeing  | Once in a week.   |
| E. | Application of the farm yard manure or fertilizers   | As directed   |
| F. | Pruning and Trimming   | Once in two month or as required.   |
| G. | Spray or insecticides, pesticides, weedicides, etc.  | As and when required.   |
| H. | Application of organic manure  | As directed   |
| I. | Protection of the plants   | Throughout the contract period  |

**ADMINISTRATIVE OFFICER**

**(FINANCIAL BID - TO BE SUBMITTED SEPARATELY IN A SEALED COVER)**

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**CONFIRMATION CERTIFICATE & SCHEDULE OF QUANTITIES & PRICE**

**(NIT No.NIT/WORKS\_HORTICULTURE/6/2010)**

**Name of work: Contract for the Plantation/Horticulture Work for development of Green Belt in NABI, Sector-81, Mohali inside boundary of a 35 acre plot**

We, the undersigned, are experienced Horticulture contractors. We have executed similar jobs meeting your requirement of minimum criteria as mentioned in the General Terms & Conditions. We hereby submit our best rates as below for this job, for major items with specifications.

| <b><u>Sr. No.</u></b> | <b><u>NAME OF WORK</u></b>  | <b><u>QUANTITY</u></b> | <b><u>RATE<br/>(In Rs.)</u></b> | <b><u>AMOUNT<br/>(In Rs.)</u></b> |
|-----------------------|---|------------------------|---------------------------------|-----------------------------------|
| 1.                    | Digging of pits 1 mtr. dia. x 1 mtr. deep for trees, filling with 1/3 F.Y.M. and 2/3 excavated soil mixed with 50 gm neem cake and 5 gm systemic insecticide in June'2010.        | 410 Nos.               |                                 |                                   |
| 2.                    | Digging of pits 0.60 mtr. dia. x 0.60 mtr. deep for shrubs, filling with 1/3 F.Y.M. and 2/3 excavated soil mixed with 30 gm neem cake and 3 gm systemic insecticide in June'2010. | 1000 Nos.              |                                 |                                   |
| 3.                    | Watering of pits for the consolidation of soil and manure in July'2010.   | 1410 Nos.              |                                 |                                   |
| 4.                    | Supply of healthy, well rooted, green foliage tree saplings of 2 meters height, grown in the poly bags/earthen pots in the middle of July'2010.                                   | 500 Nos.               |                                 |                                   |
| 5.                    | Supply of healthy, well rooted bushy green foliage shrubs saplings of 1.5 meters height, grown in the poly bags/earthen pots in the middle of July 2010.                          | 1000 Nos.              |                                 |                                   |
| 6.                    | Planting of the trees/shrubs with the onset of monsoon in July 2010   | 1410 Nos.              |                                 |                                   |
| 7.                    | Maintenance of the planted trees and shrubs for one year from the date of completion of the jobs and replacement of the casualties in this period.                                | 1410 Nos               |                                 |                                   |
|                       | <b>TOTAL</b>  |                        |                                 |                                   |

N.B.: List of the trees and shrubs and their quantities enclosed at ANNEXURE-I & II.

**SIGNATURE OF THE CONTRACTOR  
WITH RUBBER STAMP**



**ANNEXURE-I**

**NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE**  
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| <b><u>Sr.<br/>No.</u></b> | <b><u>Name of the Tree species</u></b> | <b><u>Common Name</u></b> | <b><u>No of<br/>Plants<br/>required</u></b> |
|---------------------------|--|---------------------------|---|
| 1.                        | Acacia auriculoformis                  | Australian Kikar          | 20  |
| 2.                        | Azadirachta indica                     | Neem                      | 20  |
| 3.                        | Bauhinia purpurea                      | Kachnar                   | 20  |
| 4.                        | Chukrasia tabularis                    | Chikrasi                  | 20  |
| 5.                        | Crateva religiosa                      | Varuna                    | 20  |
| 6.                        | Drypetes roxburghii                    | Jivak Putra               | 20  |
| 7.                        | Ficus benjamina                        | Ficus                     | 20  |
| 8.                        | Heterophragma roxburghii               | Monkey tail tree          | 20  |
| 9.                        | Koelreuteria apiculata                 | -                         | 20  |
| 10.                       | Lagerstroemia flos-reginae             | Pride of India            | 20  |
| 11.                       | Madhuca indica                         | Mahua                     | 20  |
| 12.                       | Melia burmanica                        | Bakain                    | 20  |
| 13.                       | Mesua ferrea                           | Nagkesar                  | 20  |
| 14.                       | Milletia ovalifolia                    | Miletia                   | 20  |
| 15.                       | Mimusops elengi                        | Molshri                   | 20  |
| 16.                       | Polyalthia longifolia                  | Asoka                     | 20  |
| 17.                       | Pterospermum acerifolium               | Kanak champa              | 20  |
| 18.                       | Schlechera trijuga                     | Kusum                     | 20  |
| 19.                       | Sterculia alata                        | -                         | 20  |
| 20.                       | Swietenia mahagoni                     | Mahogani                  | 20  |
| 21.                       | Syzygium cuminii                       | Jamun                     | 20  |
| 22.                       | Terminalia arjuna                      | Arjuna                    | 20  |
| 23.                       | Terminalia bellerica                   | Bahera                    | 20  |
| 24.                       | Thespesia populnea                     | Paras Peepal              | 20  |
|                           |  | <b>Total</b>              | <b>480 nos.</b>                             |
|                           |  | <b>Say</b>                | <b>500 nos.</b>                             |

**ANNEXURE-II**

**NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE**  
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| <b><u>Sr. No.</u></b> | <b><u>Name of the Shrubs species</u></b> | <b><u>Common Name</u></b> | <b><u>No of Plants Required</u></b> |
|-----------------------|--|---------------------------|-------------------------------------|
| 1.                    | Bougainvillea 'Blondie'                  | Bougainvillea             | 45                                  |
| 2.                    | Bougainvillea 'Chitra'                   | "                         | 45                                  |
| 3.                    | Bougainvillea 'Palekar'                  | "                         | 45                                  |
| 4.                    | Bougainvillea 'Dr. R.R. Pal'             | "                         | 45                                  |
| 5.                    | Bougainvillea 'Mrs. Butt'                | "                         | 45                                  |
| 6.                    | Bougainvillea 'Mrs. H.C. Buck'           | "                         | 45                                  |
| 7.                    | Bougainvillea 'Partha'                   | "                         | 45                                  |
| 8.                    | Bougainvillea 'Shubhra'                  | "                         | 45                                  |
| 9.                    | Bougainvillea 'Zakiriana'                | "                         | 45                                  |
| 10.                   | Cassia biflora                           | -                         | 45                                  |
| 11.                   | Hamelia patens                           | Hamelia                   | 45                                  |
| 12.                   | Ixora arborea                            | Rukmani (white)           | 45                                  |
| 13.                   | Ixora coccinea                           | Rukmani (red)             | 45                                  |
| 14.                   | Jatropha pandurifolia                    | Ratanjyot                 | 45                                  |
| 15.                   | Murraya cunnighamani                     | Meetha Neem               | 45                                  |
| 16.                   | Murraya exotica                          | Kamini                    | 45                                  |
| 17.                   | Nerium indicum                           | Kaner                     | 45                                  |
| 18.                   | Nerium indicum variegatum                | Variegated Kaner          | 45                                  |
| 19.                   | Sambucus niger                           | Sambucas                  | 45                                  |
| 20.                   | Tabernaemontana coronaria                | Chandni                   | 45                                  |
| 21.                   | Tecoma stans                             | Tecoma                    | 45                                  |
| 22.                   | Thevetia nerifolia                       | Kaner                     | 45                                  |
|                       |  | <b>Total</b>              | <b>990 nos.</b>                     |
|                       |  | <b>Say</b>                | <b>1000 nos.</b>                    |