

Dr. RAJENDRA PRASAD CENTRAL AGRICULTURAL UNIVERSITY, BIHAR  
PUSA, SAMASTIPUR - 848125

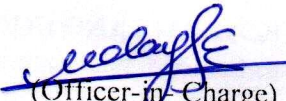
No. : 32/CS/ DRPCAU, Pusa

Date: 22/05/2020

### NOTICE INVITING TENDER

*For the AMC of existing garden/lawns, ARC for reconstructing existing garden/lawn and creating new gardens lawns/landscape design along with foliage and flowering annuals, biennials, perennials, edge and hedge etc.*

Scaled quotations are invited in two bid system - (1) Technical Bid & (2) Financial Bid from reputed firms with sufficient work experience for the Annual Maintenance Contract (AMC) of existing Garden/lawns/landscape (including horticultural works) and Annual Rate Contract (ARC) for creating New Gardens/Lawns/Landscape/foliage and flowering tree/Hedge /Edge/Annual Plants/ Biennials/ Perennials etc. The details can be downloaded from our website [www.rpcau.ac.in](http://www.rpcau.ac.in). The NIT should reach to the office of undersigned on or before 20-6-2020 through registered post/ speed post/Courier only.

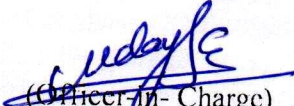
  
(Officer-in-Charge)  
Central Store( HQ)

RPCAU, Pusa, Samstipur, Bihar- 848125

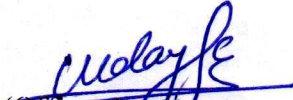
No. : 32/CS/ DRPCAU, Pusa

Date: 22/05/2020

Copy forwarded to Consultant ( P&I), with a request to publish the above quotation notice (size 8 x 8 cm approx) once IN Daily Newspaper at the earliest on DAVP rates. The bill in duplicate along with the tear sheet of the advertisement may kindly be sent to the undersigned for payment.

  
(Officer-in-Charge)  
Central Store( HQ)

CC to : O/I, ARIS Cell, RPCAU, Pusa (along with the soft copy and hard copy) with a request to place the quotation notice and bidding documents on the University website : [www.pusavarsity.org.in](http://www.pusavarsity.org.in).

  
(Officer-in-Charge)  
Central Store( HQ)



## NOTICE INVITING TENDER

*For the AMC of existing garden/lawns, ARC for reconstructing existing garden/lawn and creating new gardens lawns/landscape design along with foliage and flowering annuals, biennials, perennials, edge and hedge etc.*

**Scope of work:** The DRPCAU, PUSA intends to select a reputed firm for maintenance of her existing gardens /lawns/landscape and at the same time for annual rate contract for having rates to establish new gardens/lawns/landscapes along with *annual, Biennials and Perennials etc.* It will include all horticultural work related to this.

"The NIQ is in two part viz Terms & Conditions, Technical Bid and Financial Bid. Please go through this document and ensure compliance. The non-compliance of any one condition may make your offer invalid".

### A. TERMS AND CONDITIONS

1. Sealed tenders are invited by the Officer-in- Charge, Central Store , DRPCAU, PUSA , BIHAR- 848125.
2. The tender will be filled in two bid system Technical & Financial Bid. These bids should be kept in two separate sealed envelopes super scribing "Technical Bid for the AMC & ARC for gardens/lawns/landscape etc. and "Financial Bid for the AMC & ARC for gardens/lawns/landscape etc."separately. Both the envelopes will then be put in to one envelop and sealed properly super scribing "Tender for the AMC & ARC for gardens/lawns/landscape against inquiry/ NIQ No.----- Dated ----- .
3. Rates quoted should be F.O.R. DRPCAU, Pusa, Samastipur, Bihar inclusive of all taxes and charges for three years.
4. Tenderers shall quote the rates as LUMSUM AMOUNT per year in the proper tender form. The quoted rates must be inclusive of Minimum Wages paid to workers, Contractor's profit, EPF, EISC, Bonus, Service Tax/GST, etc. , as applicable.
5. Contract period of the above work shall be *THREE years* from the date of commencement of the contract. It may be extended further on satisfactory work on the basis of mutual understanding with 10 per cent annual increment of the total amount. The contract may be terminated at any time if the work is found be of sub - standard or unsatisfactory and the amount of security deposit will stand forfeited.
6. On acceptance of the tender, the contractor shall communicate the name(s) of his authorized representative(s), if any, who would be in touch with the Officer-In-charge of this Institute for executing the day to day works.
7. All works pertaining to the maintenance of gardens and horticultural works shall be directly supervised by the contracting agency under the supervision of qualified Supervisor. The Supervisor(s) should be available in the campus on all days of the month.
8. Employee of DRPCAU, Pusa up to a period of two years after retirement can not work as a contractor without prior permission.
9. The workers deputed for execution of works should be able to carry out above mentioned works and they should not be less than 18 years of age.
10. Contractor or his authorized representative(s) should be available in the Institute for supervision of the works throughout the office hours.
11. The contractor must pay the wages to his workers latest by the 3<sup>rd</sup> day of the following month. The contractor must abide by all laws, rules and regulations pertaining to engagement of labours. Payment to the workers must be made at par the minimum wages prescribed by the State Govt. / Ministry of labour, Govt. of India whichever is higher . The total amount of



- wages paid to the workers must include the minimum wages + EPF + ESIC + Other statutory benefits including bonus.
12. It is the responsibility of the contractor to maintain cleanliness and good hygienic conditions in the campus.
  13. Any injury/accident /death to the worker during the contract period shall be the total responsibility of the contractor, and the compensation, etc. payable under the labour laws shall be paid by the contractor.
  14. The successful tenderer has to pay 10% of the tendered amount (equivalent Annual Value of the contract) as security deposit in the form of crossed Bank draft payable to "COMPTROLLER "DRPCAU, PUSA before commencing the work. Security deposit will remain with the institute as long as the contract is in force.
  15. The payment will be made ON QUARTERLY BASIS after successful completion of the works. The concerned Officer - In- charge of the garden or the concerned committee will certify the bill if the works are carried out satisfactorily. No advance shall be given.
  16. TDS (Tax Deducted at Source) will be as per prevailing rules and regulations of Income Tax Department.
  17. Compensation for all damages done intentionally or unintentionally by contractor's workmen whether in or beyond the limits of University property including any damage caused by spreading of fire, shall be estimated by the In charge subject to the decision of the Vice- Chancellor, on appeal shall be final and the contractor shall bound to pay the amount of the assessed compensation on demand, failing which, the same will be recovered from the bill of the contractor.
  18. All tools, tackles, and equipments including grass cutting machine, chemical sprayer, etc., and all essential materials like earth, manure, fertilizer, chemicals, etc. shall be provided by the contractor.
  19. However, it is the responsibility y of the contractor to provide essential items (like uniform, gumboots, raincoat, umbrella, etc.) to his / her employees .
  20. The work in garden should commence at 0800 hours sharply, and the work in garden should be continued up to 1600 hours on all days of the month including Sundays and holidays.
  21. Watering and irrigation works must be done on daily basis. Irrigation water supply will be provided by the university.
  22. The contracting agency shall also be responsible for cleaning roads adjoining the gardens. This work includes cleaning the roads with brooms, dusting, and removal of weeds, grass, and unwanted plants/shrubs etc., that grow on the sides of the roads especially through pavers' blocks.
  23. Contractor will be fully responsible for all legal matters arising out of the contract. The contractor should not allow his workmen to join any labour Unions/Associations. If any the workman is found in such Unions , the contract will be terminated at once.
  24. The contractor has to maintain record of payment of wages and other relevant records as required under prevailing rules and regulations.
  25. No accommodation shall be provided to workmen of the contracting agency for their stay on the campus.
  26. Earnest Money Deposit ( EMD) amounting Rs 5000.00(Five thousand) only in the name of Comptroller, RPCAU, PUSA must be deposited with Technical Bid NIT.
  27. The firm/ contractor must have experience of three years in this field.
  28. The NIT will be governed by the GFR- 2017. IN case of any dispute , the matter will be referred to Vice- Chancellor, whose decision will be final and binding.

XXXXX



**B. TECHNICAL BID:** Please furnish the following information in this part so as to enable the panel to decide about the qualification & the technical bid necessary documents/certificates from the appropriate authority must be attached in support of statement.

1	Application/forwarding letter.	
2	Name of the applicant/Quotationer	
3	Address	
4	EEARNEST MONEY DEPOSIT ( EMD) Name of Bank	
5	Status of the Applicant/ quotationer	
6	Registration Certificate of the Firm, if any	
7	PAN No.	
8	Income Tax Clearance certificate of last year	
9	EPF and ESIC Registration Certificate	
10	Labor license	
11	Annual Turn over, for the last year	
12	Experience Certificate of 3 yrs	
13	GST No. / Service Tax Registration	
14	Rate validity period	
15	<b>Scope of work:</b>	
<b>A</b>	<b><i>AMC of Garden and lawns etc.</i></b>	
1	Undulated oval lawn, water fall, garden , park, roadside plantation etc near Goddes Maa Saraswati Mandir with supplying/providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required. Area – 6000 sqm, 05 units	
2	Big and small size lawn, edge, seasonal flower bed etc in north side of Headquarter near Rajendra Babu Statue, Flag hosting place & Basic Science building with supplying/providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required. Area – 6000 sqm, 04 units.	
3	Main road of outside gate from Post office chouk to Central Bank of Vertical garden and landscape garden both side of road with repairing of structure and replacement of ornamental plants, providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required. Area - 4500 sq m , 02 units.	
4.	Guest House(Old and New) and Pusa House garden (inside and out side) with supplying/providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required. Area -2700 sqm , unit 05	

B	<i>ARC for reconstruction of old garden/lawn and Creation of New Lawns &amp; Landscaping gardens etc.</i>	
1	Reconstruction of old garden/lawn along with all require operations (Ploughing /spading, weeding, leveling, sand spreading, planting of grass and etc) and planting of annuals, biennials, perennials ornamental flowering and foliage plants, edge and hedge etc with Sprinkler Irrigation /Pop Up irrigation systems, manure, fertilizers and pp measures requirement etc. till establishes the lawn/garden.	
2	Creating new lawns along with all required operations and planting of annuals, biennials, perennials, edge and hedge etc with Sprinkler Irrigation /Pop up irrigation systems, manure, fertilizers and pp measures requirement etc.	
3	Construction of Landscape design with planting of ornamental plants ( foliage and decorating plants, trees flowering shrubs, herbs, edge and hedge etc) along with drip / sprinkler /Pop Up irrigation systems/facilities as when required, manure, fertilizers and pp measure requirement etc.	
4	Erection/ construction of Vertical Garden / wall garden with different decorative foliage and flowering ornamental plants with drip irrigation system, manures & fertilizers and pp measure etc.	
5	Construction/Erection Green Corridor fabricated with Hot Dip Galvanized 2"x3", GI rectangle pipe, 3.0 Mtr side height, 4.0 Mtr centre height and 3.5 Mtr width and pillar distance 3-4 Mtr apart, foundation depth of 2'-2.5' grouted with CCS mixture of 1:2:4. Top oval shaped cover with GI Square pipe and GI / HDPE Square Net 4-5 cm x 4-5 cm with 1" flat strip beat to hold the plants. Cover with the creepers to provide the shade within the structure and drip Irrigation system installation for the irrigation to the plants.	
6	Pop up Irrigation system in the Existing Lawn/ garden - Trenching, Back Filling, Road cutting , Spray / Impact or Gear Driven Pop ups as required as per design, Pop up covers, Valves Boxes, Filters, Pump, Water Storage structure/ Tank, Swing Joint, PVC Pipes with the required fittings, Pumps with required capacity, RE grassing of the trenched area etc.	
No tc	Make a visit of DRPCA, Pusa campus/site to understand the nature of work and feasibility.	

XXXXXXXXXXXXXXXXXXXXX



## C. FINANCIAL BID

1	Forwarding Letter for the store to be supplied			
2	Name of the tenderer/quotationer			
3	Address			
4	Status of the applicant			
5	Mode of Supply Direct/through agent			
A	<b>AMC of Garden/lawns landscape etc.</b>	<b>Area/ numbe r</b>	<b>Unit</b>	<b>Rate INR yearly basis</b>
1	Undulated oval lawn, water fall, garden , park, roadside plantation etc near Goddes Maa Saraswati Mandir with supplying/providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required.	6000 sqm,	05	
2	Big and small size lawn, edge, seasonal flower bed etc in north side of Headquarter near Rajendra Babu Statue, Flag hosting place & Basic Science building with supplying/providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required.	6000 sqm	04	
3	Main road of outside gate from Post office chouk to Central Bank of Vertical garden and landscape garden both side of road with repairing of structure and replacement of ornamental plants, providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required.	4500 sq m	02	
4.	Guest House(Old and New) and Pusa House garden (inside and out side) with supplying/providing of irrigation, manure and fertilizers, pp measures etc on regular basis as when required.	2700 sq m	05	
5	Add GST			
6	Price inclusive of all taxes			
<b><u>Note : The area mentioned in sq. meter is tentative . Actual measurement will be considered at the time of certification of bills. In case of increase / or decrease in tentative measurement, the rates quoted for will be converted in per sq. meter for actual billing / payment.</u></b>				
B	<b>ARC for reconstruction of old garden/lawn and Creation of New Lawns &amp; Landscaping gardens etc.</b>			
1	Reconstruction of old garden/lawn along with all require operations (Ploughing /spading, weeding, leveling, sand spreading, planting of grass and etc) and planting of annuals, biennials, perennials ornamental flowering and foliage plants, edge and hedge etc with Sprinkler Irrigation /Pop Up irrigation systems, manure, fertilizers and pp measures requirement etc. till establishes the lawn/garden.	per sq m	-	
2	Creating new lawns along with all required operations and plantng of annuals, biennials, perennials, edge and hedge etc with Sprinkler Irrigation /Pop up	per plants/ per sq	-	



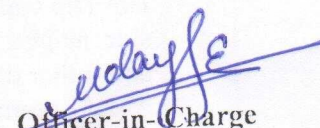
	irrigation systems, manure, fertilizers and pp measures requirement etc.	m		
3	Construction of Landscape design with planting of ornamental plants ( foliage and decorating plants, trees flowering shrubs, herbs, edge and hedge etc) along with drip / sprinkler /Pop Up irrigation systems/facilities as when required, manure, fertilizers and pp measure requirement etc.	per sq m	-	
4	Erection/ construction of Vertical Garden / wall garden with different decorative foliage and flowering ornamental plants with drip irrigation system, manures & fertilizers and pp measure etc.	1, Sq. mtr.	-	
5	Construction/Erection Green Corridor fabricated with Hot Dip Galvanized 2"x3", GI rectangle pipe, 3.0 Mtr side height, 4.0 Mtr centre height and 3.5 Mtr width and pillar distance 3-4 Mtr apart, foundation depth of 2'-2.5' grouted with CCS mixture of 1:2:4. Top oval shaped cover with GI Square pipe and GI / HDPE Square Net 4-5 cm x 4-5 cm with 1" flat strip beat to hold the plants. Cover with the creepers to provide the shade within the structure and drip Irrigation system installation for the irrigation to the plants.	1, Runnin g Mtr.	-	
6	Installation of Pop up Irrigation system in the Existing Lawn/ garden - Trenching, Back Filling, Road cutting , Spray / Impact or Gear Driven Pop ups as required as per design, Pop up covers, Valves Boxes, Filters, Pump, Water Storage structure/ Tank, Swing Joint, PVC Pipes with the required fittings, Pumps with required capacity, RE grassing of the trenched area etc.	1, Sq. mtr.	-	
7	Plantation of Hedge at the spacing of 1' - 2' as per requirement (Road side /Existing garden) like Kamini, Didonia, Durenta plumeri etc.	per sq m	-	
8	Rates of different type of Ornamental, flowering and foliage plants i.e. Kamini, Didonia, Durenta plumeri, Palm variety, Arocaria, Euphorbia mill, Adinium, Aglonima, Bougainvillea, Rose, Ixora, Night queen, Hibiscus, Fire boll, Tecoma Philodendron sp., Monstera deliciosa, Pendula Ashoka etc.	per plant (height 2-2.5')	100 each	
9	Add GST			
10	Price inclusive of all taxes			

XXXXXXXXXXXXXXXXXXXX

✓ 91

CHECK LIST

1. Earnest Money Deposit
2. Covering letter
3. EPF and ESIC Registration Certificate
4. GST No.
5. Labour License
6. Income Tax Clearance
7. Annual Financial Statement
8. Recent Work Orders
9. Firm Registration Certificate
10. Experience Certificate

  
Officer-in-Charge  
Central Store (HQ)

XXXXXXXXXXXXXXXXXXXXXXXXXXXX