

**Farm Horticulture and Landscapes Operations Services Unit [FHLOSU]
ICAR-Indian Agricultural Research Institute, New Delhi-110012**

File No. 1-35/2024-25/FLS/OHLU/

Dated: 28.10.2024

ANNUAL JOB WORK RATE CONTRACT FOR “OUTSOURCING SERVICES OF THE MAINTENANCE, DEVELOPMENT OF HORTICULTURAL FEATURES AND SUPPLY OF COMMODITIES AT IARI (PUSA CAMPUS), NEW DELHI-110012”

On behalf of Director, IARI, New Delhi-12, Incharge, FHLOSU, IARI, invite online custom bid through GeM Portal for Annual Job Work Rate Contract for "**Outsourcing Services of the Maintenance, Development of Horticultural Features and Supply of Commodities at IARI (Pusa Campus), New Delhi-110012**" for a period of **One year** and further extendable for **one year or more**, if necessary as per requirement in the interest of ICAR-IARI, subject to satisfactory performance of the Firm/Agency and its willingness to continue on same terms and conditions, as per requirements.

1. Bid Details:

Type of Tender/Bid	Custom bid for services through GeM Portal
Estimated Value	Rs. 3.12 Crore
EMD	Rs. 6,24,000/-
Performance Security	5% of the contract value
Solvency Certificate	Rs. 94.00 Lakh/-
Bid submission start date	28.10.2024
Last date for submission of bid	18.11.2024
Date for opening of technical bid	18.11.2024

2. Contact Information for any query:-

- AAO, FLS, IARI, New Delhi-110012

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**ANNUAL JOB WORK RATE CONTRACT FOR "OUTSOURCING SERVICES OF THE
MAINTENANCE, DEVELOPMENT OF HORTICULTURAL FEATURES AND SUPPLY
OF COMMODITIES AT IARI (PUSA CAMPUS), NEW DELHI-110012"**

A. INSTRUCTIONS TO BIDDERS:

1. How to apply:

The registered eligible bidders in GeM may apply against the bid floated on GeM.

2. Estimated Bid value: The estimated bid value is Rs.3.12 Crore.

3. Bid Security / Earnest Money Deposit (EMD) –Bid Security of Rs. 6,24000/- (2% of estimated value) in favour of Director, IARI, New Delhi must be deposited in the form of Account Payee Demand Draft/Fixed Deposit Receipt/Banker's Cheque/Bank Guarantee or Insurance Surety Bonds from any of the Commercial Bank payable at New Delhi.

The Bidder should scan a copy of the Bid Security and upload it online through GeM Portal. The original copy of the Bid Security should be sent to Asstt. Admn. Officer, Division of Floriculture & Landscaping, IARI, New Delhi-110012 during working hours i.e. 9.00 AM to 5.30 PM on all working days (except Saturday, Sunday and Gazetted holidays) before the last date for submission of bids failing which bids will not be accepted. No interest will be paid on EMD/Bid Security.

Bidders, who are eligible to be exempted from depositing EMD according to Rule-170 of GFRs, 2017, should submit documentary proof thereof alongwith technical bid online through GeM Portal.

4. The bid security may be forfeited:

- (i) If the bidder withdraws his/her bid during the period of bid validity specified by the bidder in the bid form; or
- (ii) In case of successful bidder, if the bidder
 - (a) Fails to sign the contract in accordance with the terms of the bid document
 - (b) Fails to furnish required performance security in accordance with the terms of bid document within the time frame specified.
 - (c) Fails or refuse to honor his/her own quoted prices for the services or part thereof.
 - (d) In such case, the bidder is also liable to be debarred for participating in the bidding/tendering process carried out by institute for a period of three years.

- 5. Performance Security:** The successful firm will have to submit acceptance of contract award order within the period on GeM portal and will have to deposit a performance security **5% of the contract value** in the office of FLS, IARI, New Delhi which shall be valid for 14 months in favour of **Director, IARI** payable at **New Delhi**. This security deposit is to be furnished in the form of Account Payee Demand Draft/Fixed Deposit Receipt/ Bank Guarantee or Insurance Surety Bond from a Commercial Bank. In the event of non-deposition of the same, it will be presumed that the firm is not interested to undertake the annual job work rate contract, as such; the appropriate action will be taken against the firm.
- 6. Validity of the Bid:**
The bid submitted by the firm / agency shall remain valid for 6 months from the date of opening for the purpose of acceptance and award of work. Validity beyond 6 months from the date of opening shall be by mutual consent. No tenderer will be allowed to withdraw/alter/modify after submission of bids within the bid validity period.
- 7. Duration of contract:**
The contract will be initially for a period of **1 year and extendable by further one year or more** on the same rate, terms and conditions, if necessary, as per requirement in the interest of ICAR-IARI, subject to satisfactory performance of the firm/agency and its willingness to continue. In case of unsatisfactory performance, the contract will be terminated by giving one month notice.
- 8. Award of Contract:**
The bidder quoting lowest of the Service Charges will be selected as L1 subject to the payment of wages as per Minimum Rates prescribed by the Central Govt., or otherwise specified for certain categories. The Successful L1 Bidder will be given the work order within 15 days from the finalization of the Tender. The bidder will then enter into an agreement with the Institute.
The bid shall be deemed non-responsive, if the tenderer selected for the work, fail to accept and sign the formal agreement or to start the work on the date stipulated in the work order.
- 9. PRICES AND RATES:** No extra charges shall be payable on account of inflation, royalties, local and other taxes to the contractor, for extra tools over the quoted tools and equipment including their operation and maintenance.
- 10. VISIT TO SITE:** The contractors are advised to visit the working site before bidding to see him/herself the site conditions regarding the present status of the horticultural features and actual area etc. besides the water supply. IARI Will not pay any visiting charges
- 11. Modification of Areas:** The Director, IARI has the right to upgrade any area to a higher or reduce to a lower level/grade depending on the requirement of the campus cleanliness.

B. ELIGIBILITY CRITERIA

1. The bidder must have a registered office in Delhi or NCR. The Bidder should submit documentary proof for the same.
2. The bidder should not be declared as ineligible/blacklisted by the Government of India or any other Government body on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure /lapses of serious nature. An undertaking to this effect needs to be furnished.
3. Subcontracting shall not be permitted. The conditional bids shall not be considered and will be out rightly rejected in very first instance.
4. It is suggested that bidder should visit the campus to ascertain the entire area of the campus before bidding on GeM. IARI will not pay any visiting charge.
5. Minimum strength of **80** Manpower has to be deployed at IARI Campus which may vary on the different occasion of the Institute. The manpower deployed by the Agency should work as per the working days and timings of the Institute, if necessary the manpower may be deployed on Saturday, Sunday or Holiday except National Holiday. No extra wages will be paid for attending office on weekends, holidays and late - sitting.
6. The Institute does not pledge itself to accept the lowest or any other part of tenders and also reserve to itself the right to not accepting the tenders whole or in part keeping in view valid reasons. Conditional tenders will not be accepted.
7. The agency should have experienced supervisors & workers in the field of horticultural features maintenance and particularly for hedge, edge cutting, development of lawns cutting, exhibition of quality pots plants and nursery management etc. mentioned in specifications for maintenance of horticulture features work.
8. Each page of the technical bid must be signed by the tenderer while submitting technical bid. The terms and conditions shown in draft agreements can solely be changed by the Director, IARI at his discretion and shall be binding up on the tenderer at the time agreement entered into.
9. Only those firms will be considered for financial bid who will qualify in the technical bid.
10. ***The Bidder should quote rates for each and every operation/ activities in terms of Indian Rupees. If rate is not quoted for all the categories, the bid will not be valid and hence the same will be rejected. The consolidated price will be taken into consideration while awarding of contract to the successful bidder.***

11. **Rate per acre/ per month Maintenance (to be quoted in BOQ online)**
The quantity mentioned in BOQ are only for OHLU, if any unit of IARI place order for above items, the firm is bound to deliver the supply for them as per rate contract. Therefore, keep in mind the rates while quoting the rates in tender.
12. **MINIMUM ELIGIBILITY CRITERIA: The following documents (PDF format) are required to be uploaded with the Technical Bid in following manner:-**
- a) Scanned copy of (**Bid Security/EMD**).
 - b) Name of the Firm/Agency with Name of Director of Firm, Full address of operating/Branch Office with Telephone No., Mobile No. & E-mail ID.
 - c) Scanned copies of PAN, GST Registration Certificates.
 - d) Scanned copy of Registration certificate of the firm under Company/shops & Establishment Act of the respective state for this purpose.
 - e) Scanned copy of **valid Licence** under the Contract Labour (Regulation and Abolition) Act, 1970/1971.
 - f) Scanned copies of EPF and ESI Registration Certificate(s) issued by the appropriate authority.
 - g) Scanned copy of proof of depositing ESI & EPF separately. Minimum **100 number (staff/supervisors)** required with their **latest ECR** for ESI & EPF contributions for the last 3 months (**Jul-24, Aug-24 & Sep-2024**).
 - h) Scanned copies of registration with Horticulture Department for doing such works(s), as applicable.**
 - i) Scanned copies of proof of minimum **turnover of the firm in the area of Horticultural & Landscaping activities not less than Rs. 94.00 Lakh (Rupees Ninety Four Lakhs Only)** per year during each of the last three financial years ending **31 March, 2024**.
 - j) Scanned copies of proofs of minimum last three year's i.e. **2021-22, 2022-2023 and 2023-24 continuous experience** of the firm in the field of providing similar type of such services to Central/State Govt. establishments/ PSUs/ Nationalised Banks / Autonomous Bodies / Reputed organizations. Contracts/orders to be uploaded along with bid with details in enclosed tabular form in chronological order & Self-attested copies of the satisfactory services where the tenderer is providing the services for each of the last three financial years.
 - k) Scanned copy of ISO Certification, if any.
 - l) Scanned copy of valid latest **Bank solvency certificate** for Rs.94.00 Lakh. The Bank solvency certificate should not be more than **Six months old addressed to IARI**.
 - m) Scanned copy of Audited Balance Sheet (Balance Sheet & Profit & Loss A/c only) of the firm for last 3 (three) financial years i.e.2021-22, 2022-2023 and 2023-24 by the Chartered Accountant.

- n) The bidder must have successfully executed/completed similar services, over the last three years ending **March-2024**:
- i. **Three similar completed services** costing not less than the amount equal to **40% (Forty per cent)** of the estimated cost; or
 - ii. **Two similar completed services** costing not less than the amount equal to **50% (Fifty per cent)** of the estimated cost; or
 - iii. **One similar completed service** costing not less than the amount equal to **80% (Eighty per cent)** of the estimated cost.
- o) The tender should accompany the **list of garden equipments** in possession of the tenderer at the time of filing of tender forms (as part of the Technical bid). Enclose the proof of **declaration in form of an affidavit** on Rs. **100/- (Rupees One Hundred only)** non-judicial stamp paper **duly attested by the notary public**.
- p) The firm must enclose an **Undertaking** indicating that there is no criminal legal suit pending or contemplated against it. An Undertaking as per attached Format duly attested by Notary on a non-judicial stamp paper of value of **Rs.100/- (Rupees One Hundred Only)** regarding their non-blacklisting by any of the Govt. Departments, Public Sector Undertakings during the last three years **as per Annexure-A**.
- q) Whether the firm has **any legal suit/criminal case pending against violation of EPF/ESI, minimum wages** act or other laws (give details). **The firm/agency must enclose certificate (in technical bid) indicating that there is no criminal/legal suit pending or contemplated against them.**
- r) **Declaration by the bidder for code of Integrity and conflict of interest must be submitted as per Annexure-B on letter head of the bidder.**
- s) Firm should have fully established own name registered ornamental and flower nursery, in minimum 1 acre area.
- t) Tenderer should be fully equipped with the following equipment's executing the work contract.

The following equipment's needed for executing the work contract.

EQUIPMENT, TOOLS AND ACCESSORIES

- (i) Tenderer should have fully established own name registered (minimum 2 years old registration) ornamental and flower nursery, in minimum 1 acre area.
- (ii) Three tractors, two trolley (two trolley with hydraulic with side cover) carriage for horticultural waste disposal.
- (iii) One tractor with biomass grabber
- (iv) Two choppers for roadside grass cutting
- (v) Two water tanker
- (vi) Six lawn mowers (diesel)
- (vii) Two manual lawn mowers
- (viii) Five Brush cutter (heavy duty)
- (ix) Three Hedge Saw (power operated)
- (x) Two tree cutter (power operated diesel/petrol)
- (xi) 20 mobile garden sprinklers for lawn irrigation in important areas
- (xii) Hose pipe sufficient for all the areas (minimum 2000 meters),
- (xiii) 2 power sprayers and two foot sprayer for insecticides, fungicides and herbicides
- (xiv) Three cycle rickshaws for mobility of pots
- (xv) Sufficient number of other essential garden tools like water cans, spades, pickaxes, *khurpis*, secateurs, baskets, plastic pipes, shovels, metallic rakes, etc have to be provided by the contractor.
- (xvi) Other essential items/tools such as brooms, panni, palli, etc., required for day to day maintenance of the area specified in the tender should also be provided by the contractor. The institute shall not provide such consumables.
- (xvii) The contractor is encouraged to offer energy efficient modern equipment and tools as per the work requirement to enhance the efficiency.
- (xviii) Any other equipment/tools that is primarily essential for the maintenance of the work prescribed in the work schedule should be included in the quote.

Note:

1. The contractor must ensure the supply of required fuel for the above equipment's and vehicles for their day to day operation.
2. The contractor is expected to maintain all the equipment's and tools indicated above in a proper working condition. Repairs if any have to be attended within 24 hours. Any loss accruing to the institute on account of default on the part of the Contractor, suitable deductions commensurating with the non-compliance of such assigned work and loss thereby shall be deducted from monthly bill. The contractor may deploy a trained mechanic to attend such repairs at site to avoid delay.
3. The Institute will provide a state of the art leaf sucking machine for the removal of cut grass and fresh /dry leaves. The workforce of the contractor shall work in close coordination with the team on the leaf sucking machine to increase the overall efficiency and ensure cleanliness of the campus and utilize the collected biomass for preparing the FYM at institute level.
4. The competent authority may verify the required equipments & manpower at any time failing which bill may be deducted accordingly basis on the loss of work or tender can be cancelled.
5. Equipments, machinery or tools and manpower etc., whatsoever, will not be provided by the Institute.

Other conditions:

- I. The work may have to be attended at different intervals of times during the contract period as well as during day time which may vary from 9.00 am to 5.00 pm but not exceeding to the permissible hours for each man days.
- II. The contractor shall provide the list of his/her workers who shall be working in the beginning of contract.
- III. Contractor will ensure minimum wages to be paid to the contractual manpower as per Minimum Wages prescribed by Govt. of NCT of Delhi/ Central Govt. (Whichever is higher) from time to time.
- IV. In case more than one bidder is becomes L1 in the GeM portal, IARI will choose the bidder (L1) as per GeM (OR) IARI reserve the rights to choose any one of the Bidder among them for finalization of the contract. IARI decision is final. Preference details as follows:-
 - (a) Bidder has successfully more than one similar completed service costing not less than the amount equal to 80% (Eighty percent) of the estimated cost.
 - (b) Bidder is having an office at Delhi and NCR.
 - (c) Bidder rating in GeM Portal.

SCHEDULE-I

[TECHNICAL BID]

**FOLLOWING DOCUMENTS TO BE UPLOADED ONLINE IN PDF FORMAT FOR
CONSIDERATION OF THE TENDER/BID**

Sr. No.	Particulars	Indicate Page No. [From -to]
1	Details of EMD [Bid Security/EMD]	
2	Name of the Firm/Agency with Name of Director of Firm, Full address of operating/Branch Office with Telephone No., Mobile No. & E-mail ID,	
3	Copy of PAN No. and GST Registration No.	
4	Attested copy of Registration Certificate of the firm under Company/ Shops & Establishment Act of respective state for this purpose	
5	Attested copy of registration of manpower company/firm/agency/ contractor with appropriate authority of the Government including valid license under the Contract Labour (Registration & Abolition) Act, 1970/1971	
6	Employee EPF registration certificate issued by local govt. etc.	
7	Employee ESI registration certificate issued by local govt. etc.	
8	Scanned copy of proof of depositing ESIC & EPF Separately. Minimum 100 nos. (Staff/Supervisors) required with their latest ECR for ESI & EPF contributions for last 3 months. (Jul-24, Aug-24 & Sep-24)	
9	Copy of registration with Horticulture Department for doing such works(s) from any Govt. agency, as applicable.	
10	Details for evaluation of Technical Bid	
(i)	Copy of minimum turnover of the firm in the area of Horticultural & Landscaping activities not less than Rs.94.00 Lakhs (Rupees Ninety Four Lakh Only) during each of the last three financial years ending 31 March, 2024 duly certified by CA.	
(ii)	Scanned copies of proofs of minimum last three year's i.e. 2021-22, 2022-2023 and 2023-24 continuous experience of the firm in the field of providing similar type of such services to Central/State Govt. establishments/PSUs/ Nationalised Banks / Autonomous Bodies / Reputed organizations. Contracts/orders to be uploaded along with bid with details in enclosed tabular form in chronological order & Self-attested copies of the satisfactory services where the tenderer is providing the services for each of the last three financial years.	
(iii)	ISO Certification, if any copies to be provided	
11	Scanned copy of valid latest Bank solvency certificate for Rs. 94.00 lakh. The Bank solvency certificate should not be more than six months old.	
12	Scanned copy of Audited Balance Sheet (Balance sheet) & Profit and loss A/c of the firm for last 3 (three) financial years i.e. 2021-22 to 2023-24 by the Chartered Accountant.	
13	The bidder must have successfully executed/completed similar services, over the last three years ending March-2024: 1) Three similar completed services costing not less than the amount equal to 40% (Forty per cent) of the estimated cost; or 2) Two similar completed services costing not less than the amount equal to 50% (Fifty per cent) of the estimated cost; or 3) One similar completed service costing not less than the amount equal to 80% (Eighty per cent) of the estimated cost.	

14	The tender should accompany the list of garden equipments in possession of the tenderer at the time of filing of tender forms (as part of the Technical bid). Enclose the proof of declaration in form of an affidavit on Rs. 100/- (Rupees One Hundred only) non-judicial stamp paper duly attested by the notary public.	
15	An Undertaking as per attached Format (Annexure-A) duly attested by Notary on a non-judicial stamp paper of value of Rs.100/- (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. Departments, Public Sector Undertakings during the last three years.	
16	Whether the firm has any legal suit/criminal case pending against violation of EPF/ESI, minimum wages act or other laws (give details). The firm/agency must enclose certificate (in technical bid) indicating that there is no criminal/legal suit pending or contemplated against them.	
17	Declaration by the bidder for code of Integrity and conflict of interest must be submitted as per Annexure-B on letter head of the bidder.	
18	Firm should have fully established own name registered ornamental and flower nursery, in minimum 1 acre area.	

Note:-Bidders are requested to attach dully filled above format along with relevant documents. All above documents should be converted in a single PDF file and do pagination before uploading.

- a) I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
- b) The rates quoted by our firm are valid and binding upon our firm for the entire period of contract.
- c) I/We give the right to the Competent Authority of **IARI** to forfeit the earnest Money/Security money deposited by our firm if any delay occur on our part or failed to render the service within the stipulated period.
- d) I hereby undertake to render the service as per direction given in the tender document.
- e) I shall be vacating any space that may be provided to me by the Competent Authority to carry out the job or otherwise, before I put up the last bill of the contract period for payment.
- f) **The quantity mentioned in BOQ are only for OHLU, if any unit of IARI place order for the items mentioned in BOQ, the firm is bound to deliver the supply for them as per rate contract.**

Date: -
Place: -

Signature of the Bidder: -
Full Name: -
Designation: - (Office seal of the Bidder)

UNDERTAKING

(To be submitted on Non-Judicial Stamp Paper of Rs. 100/-)

I/We have read and understood and will comply with the instructions contained in eligibility criteria and general terms and conditions of this tender document. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any mis-representation of facts will render me/us liable to disqualification from the tender process and any action as may be deemed fit by ICAR- INDIAN AGRICULTURAL RESEARCH INSTITUTE.

I/we undertake to communicate promptly to IARI any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of government (Central/State Govt./PSUs/Autonomous Body/Bank etc.) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent.

I/we certify that there is no criminal/legal suit pending or being contemplated in any court of law in India. (If there are any such cases/litigations going on currently or during last five years, please specify the parties involved and disputed amount.)

I/we hereby authorize to ICAR-IARI to approach individuals, employees, firms and corporations to verify our competence and general reputation. I/we also authorize the institute to seek references from bidders' banker as per the bank account details mentioned in the tender document.

I/We hereby also accept that ICAR-IARI have the right to accept or reject this application/tender.

Signature:.....

Name:.....

Designation:.....

Address:.....

Company's Seal

Place:.....

Date:.....

FORMAT OF CODE OF INTEGRITY

To
The Director,
ICAR-IARI. New Delhi-110012

With reference to your Tender No. _____ dated _____ We
M/s _____ hereby
undertaken that we shall not act in contravention of the codes which includes
provision of the essential ingredients of the Integrity Pact include:-

- i) Making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
- ii) Any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
- iii) Collusion, bid rigging or anticompetitive behavior that may impair the transparency.
- iv) Improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
- v) Any financial at business transaction between the bidder and any official of the procuring entity related to tender or execution process of control which can affect the decision of the procuring entity directly or indirectly.
- vi) Any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
- vii) Obstruction of any investigation or auditing of procurement process.
- viii) Making false deceleration or providing false information for participation in the tender process or to secure a contract.
- ix) Disclosure of conflict of interest.
- x) Disclosure by the bidder of any previous transgression made in respect of the provision of sub-clause.
- xi) With any entity in any country during that last three years or of being debarred by any other procuring entity.

(Bidders signature)
Stamp

Place:
Date:

Definitions

In this contract, the following terms shall be interpreted as indicated:

“Institute (IARI)” means Indian Agricultural Research Institute, Pusa Campus, New Delhi-110012.

“Firm/Agency/Service Provider” means the individual, a firm/agency, who intends to provide manpower on contract basis to IARI New Delhi

“Contract” means a legal agreement entered into between ICAR-IARI and Service Provider as recorded in the agreement signed by the parties, including all attachments thereto and all documents incorporated by reference therein.

“Contract Price” means the price payable to the Service Provider under a contract for the full and proper performance of its contractual obligations.

“Manpower” means labour to be provided on contract.

“Service” means all the manpower which the Service Provider is required to provide to the OHLU, in terms of a contract.

Conditions of Contract

Firms should quote on the basis of the conditions referred to in the bid documents and instructions to firms/agency. If a bidder had quoted in response to this bid then it shall be understood that bidder agrees to all T&C of this bid document.

Termination of Contract

The Institute without prejudice to any other remedy for breach of contract, may, by written notice of default sent to the service provider, terminate the contract in whole or in part, if the service provider fails to provide the services or fails to perform any other contractual obligation(s) within the time period specified in the contract given by, Institute.

Resolution of disputes:

1. If any dispute or difference of any kind shall arise between institute and the service provider/firm in connection with or arising out of the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
2. If after 30 day, the parties failed to resolve their dispute or difference by such mutual consultation, then either the Institute or firm/service provider may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
3. All question disputes or differences under in connection with the contract, if concluded shall be subject to the exclusive jurisdiction of the court within the local limits of whose jurisdiction the place from which the acceptance of contract is issued, is situated.

Payment

Payment to the deployed labourer by firm: _

1. The firm has to pay the minimum wages as prescribed by Central/State Govt. whichever is on higher side for workers employed in agricultural activities and increase wage, if any, duration of contract period.
2. The Contractor will make the payment of Wages from his own by 7th day of each month positively to the deployed personnel through their bank account only and submit the e-payment receipt, other documents along with the monthly bill to this office for payment. The office will release the payment while presenting the bill in office in proper format & correct in all respect on reimbursement basis.
3. EPF/ESI contribution of the employee will be deducted from the wages as per statutory norms. Contractor will ensure minimum wages/EPF/ESI to be paid to the contractual manpower as prescribed by Govt. of NCT of Delhi/Centre Govt. from time to time and provide proof with monthly bill(s). He will maintain the record of wages paid, attendance, EPF, ESI and GST deposit and submit such records to the authorized Officer of the Institute regularly every month along with the bill. The GST or any other tax which is as per rule of the Central/State Govt. shall be the liability of the Contractor/Service Provider to deposit in the concerned departments.
4. The contractor is solely responsible to pay the payments for the labour engaged by him well in time and fulfill all the administrative formalities for clearing of his bills in a timely manner. In the event of any unrest in the campus due to delayed payments from the contractor if any accrued the institute will be at liberty to assess and recover the loss accrued to the institute on account of default on the part of the Contractor. Such deduction shall be commensuration with the loss accrued to the institute due to default of the contractor on this account which will be assessed by the institute. The contractor will have to submit the monthly ESI and EPF statement along with bill for payment. Income Tax and other taxes (if any) will be deducted from the payments due for the work done as per rule.

Payment of the firm:-

1. The Contractor will have to submit work completion report for its monthly work by 7th of each succeeding month along with his monthly bill. The progress report should be supported by the 'Work Satisfactory Report' to be collected by the contractors from authorized representative of Institute in token having worked done as per satisfaction of users.
2. Payment for service contract will be made monthly upon submission of pre-receipted bill in proportion of completed work with satisfactory report and shall be made 'monthly basis' after production of following proof:-
 - i. Documentary proof of disbursement of wages of the workers.
 - ii. The copy of ESIC/EPF and GST challan.
 - iii. Any other document required for the purpose.
3. Income Tax/TDS will be deducted from the payments due for the work done as per rule.

C. SCOPE OF WORK

Scope of Work

Scope of Work & (Terms & Conditions):

Thorough cleaning of all the surroundings areas that Includes collection, lifting, transportation and disposal of all horticultural waste (at a site identified by the institute) including fallen leaves, cut/fallen trees in any part of the campus including Loha Mandi and Krishi Kunj (uprooting of roots of fallen/cut trees) and branches, cut grass, foliage and branches of hedges, edges, shrubs etc. The areas of Institute are as under:-

1. **VIP area of the campus**
2. **Guest houses and Hostels**
3. **Divisions**
4. **Residential areas**
5. **Playgrounds and open areas**
6. **Road Side area**
7. **Maintenance of Ashoka Tree**
8. **Maintenance of Nursery**

The Campus has to be maintained in utmost cleanly manner on a **day to day and regular basis**. The contractor has to clear all the horticultural waste in the campus irrespective of the source of such material. The work involves complete maintenance of lawns, hedges, edges, shrubs, creepers, trees, climbers, flower beds and potted plants, avenue trees/plants, seasonal flower bed in the existing area, new plantations in the following area, etc.

- The contractor has to decorate the premises of important events of the institute by ornamental pots (approx. 50 important occasions like convocation, Krishi Vigyan Mela, National, International seminars, meeting and symposia etc. The ornamental pots will be provided by the Institute.

Note:

1. The Director IARI has the right to upgrade any area to a higher level correspondingly reduce to a lower level of the other area depending on the requirement of the campus cleanliness.
2. Although the Tenders are invited on job basis the payment to the firm will be made on actual work done on monthly basis, after deduction of tax. No payment shall be made for those areas untouched by the contractor or for non-satisfactory work done in a particular area.
3. The rates quoted should include the charges for maintenance and operation of tractor, chopper, power lawn mower and other equipment to be used for day to day maintenance including the man-power and diesel etc. to be used. The charges should also include the maintenance of water pumps and connections which may be provided by the Institute.
4. The contractor has to decorate the premises of important events of the institute by ornamental pots (approx. 50 important occasions like convocation, Pusa Krishi Vigyan Mela, seminars and symposia). The ornamental pots will be provided by the Institute.

SPECIFICATION FOR MAINTENANCE OF LAWNS, TREES, ORNAMENTAL TREES, HEDGES, FLOWER BEDS, ROSE BEDS ETC.

The Division has procured a heavy duty leaf sucking machine for mechanized cleaning of biomass. Another agency is already involved in the general cleaning of open areas and road side areas. However, lifting & disposal of green waste is to be lifted on regular basis. Yard stick of the CPWD/DSR should be followed for maintenance of Horticulture works & these are liable to revise any point of time.

I. LAWNS

1. The existing grass of Office VIP/residential & hostel area shall be scrapped and forked as required at least once in a year in the month of May and June or as directed by the In-charge, FHLOSU The scrapped surface will be top dressed with 20-25 mm thick layer of cow dung manure and good earth mixed in the ratio of 1:3.
 - a. Lawn will be mowed with mower regularly and at least **twice in a month** and gap filling in lawn must me done as per the requirement.
 - b. The lawn will be suitably irrigated with water **at least twice in a fortnight** as per need.
2. The surface leveller and hand roller used after lawn moving (use of one ton roller).
3. The thickness of the grass shall not be allowed to increase beyond 55-60 mm.
4. The minimum thickness of the grass shall be maintained as 40-50 mm from the ground level
5. The grass shall be kept free from unwanted weeds by **manual weeding** or **through use of chemicals** etc.
6. The **application of fertilizer and manuring of the lawn** shall be done as directed by the In-charge, FHLOSU or his representative as per required.
7. Insecticides, pesticides, fungicides, weedicides, manures and fertilizers of reputed brands have to be applied by the contractor. The inputs shall be provided by the Institute.

II. TREE PLANTS, ORNAMENTAL PLANTS, CREEPERS, SHRUBS ETC.

1. The minimum area of 2 to 2.5 ft. around the small trees and 3 to 5 ft. for big trees from trunk of the trees shall be kept free from all kind of weeds.
2. The plants shall be watered regularly as required and as directed by the Incharge or his authorized representative.
3. The dry and fallen leaves of avenue trees and bungalows will be collected and cleaned by the contractor.
4. Light pruning, trimming, thinning etc. must be done as and when required as directed by the Incharge, FHLOSU or his authorized representative.
5. The proper shape to be kept after pruning and contractor has to remove unwanted branches of shrubs, tress as and when pruned.
6. Spraying, pruning and manuring etc. to be followed from time to time as per direction of In-charge, FHLOSU or his authorized representative.
7. Every avenue trees as well as area under the trees should be cleaned and well maintained by the contractor as per the instructions of In-charge, FHLOSU or his authorized representative.
8. Gap filling in lawn, new plantation of trees, shrubs and creepers will be done by the contractor without any extra charges as per the instructions of In-charge, FHLOSU. The Institute will bear only the cost of the plants.
9. The complete areas where the trees, shrubs and creepers are planted in open field shall be kept free from weeds and diseases throughout the year.

10. Lifting of fallen trees, branches and twigs etc. and storing as directed have to be carried out.

III. HEDGES/EDGES

1. The hedge cutting shall be required **twice in a month** in a proper height and shape.
2. The hedge shall be free from dodder, cuscuta and unwanted plants.
3. Cleaning of the area around hedge plants shall be done regularly as required and as directed by the Incharge, FHLOSU
4. The hedge plants shall be regularly manured with well decomposed cow dung/Okhla sludge or any other chemical fertilizer as required and as directed by incharge.
5. After clipping or pruning of hedge, the pruned material shall be collected by the contractor's men and disposed of at specified location (preferably dumped in the pits for decomposition)
6. It will be the responsibility of contractor to ensure proper maintenance and keep roads and adjoining areas clean of grass and other waste materials.
7. Irrigation required once or twice in a month (excluding rainy season) as per availability of water.
8. The contractors are required to prune and train the hedges in the form of shapes/patterns/topiary as per the instructions from the incharge FHLOSU

IV. Maintenance of Beds

1. The contractor will maintain beds of flowers, rose, canna and other bulbous plants, etc. including preparation of beds, applying chemical fertilizers, manures, cow dung, watering, inter culture, weeding, thinning, spraying of insecticide etc. as per direction of the In-charge, FHLOSU
2. The contractor will have to ensure that maximum healthy flowers are available throughout the year in these beds.
3. Rose and other perennial plant casualty due to negligence or poor maintenance by the contractor will be replaced by the contractor with healthy and acceptable plants, free of any charges.
4. The canna beds& other ornamental plants will be changed / replanted every year as per the direction of Incharge, FHLOSU

Note:

- i.) The contractors are advised to visit the working site before or after purchase of tender form to see himself the site conditions regarding the present status of the horticultural features besides water supply and the actual area etc
- ii.) **Bidder should indicate GST rates in the percentage in BOQ as applicable separately under each of the head in BOQ, if applicable, failing which it shall be presumed that the prices include all such charges and no claim for that will be entertained.**

TERMS & CONDITIONS:

1. The supporting/allied services staff should follow strict attendance and alternative arrangements are to be made by the agency whenever anyone of staff/ supervisor is to go on leave under intimation to this office.
2. Changing of Staff/Supervisor should be intimated to the Incharge/ designated officer of FHLOSU, ICAR-IARI-New Delhi110012.
3. The Director, IARI reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof. The decision of Director shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
4. The staff provided should also maintain secrecy and discipline in the premises of Institute.
5. The staff provided should be capable of reading and writing Hindi and English with a minimum qualification of Middle Standard.
6. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR/IARI for the purpose. All complaints should be immediately attended to by the Agency.
7. The agreement is terminable with one month notice on Institute Side and three months before advance request from the firm side.
8. The contractor shall not sublet the work without prior written permission of the Building Incharge.
9. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
10. **The selected agency will require to deploy approximately 80 workers/staff including superiors at FHLOSU, IARI.** The Contractor will ensure minimum wages to be paid to the contractual manpower as per Minimum Wages prescribed by Govt. of NCT of Delhi/ Central Govt. (Whichever is higher) from time to time. The agency shall employ good and reliable persons. In case any of the personnel so provided is not found suitable by the Incharge FHLOSU shall have the right to ask for his replacement without giving any reason thereof and the agency on receipt of a written communication will have to replace such persons immediately.
11. The persons so provided by the agency under this contract will not be the employee of the IARI and there will be no employer-employee relationship between the IARI and the person so engaged by the contractor in the aforesaid services.
12. Payment for service contract will be made monthly upon submission of pre-receipted bill along with challan & ECRs for EPF & ESIC.
13. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The IARI shall not bear any extra charge on any account whatsoever i.e. EPF & ESIC contribution etc. It would be the sole responsibility of the contractor to pay his manpower as per minimum wages act of the (concerned state) govt.
14. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/ deployed by him 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 the Council from 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 Director, IARI shall be final and binding on the contractor.

15. Income Tax & TDS under GST (if applicable) will be deducted from the payments due for the work done as per rule.
16. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract
17. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt/State Govt, relating to this contract made applicable from time to time.
18. While the contract is normally for **one year**, there is a possibility of its continuation for another one or more year after the approval of the competent authority, IARI, New Delhi.
19. Risk Clause; IARI 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 contract to any other agency at the risk and cost of current agency and excess expenditure incurred an account of this can be recovered from Security Deposit or pending bills or by raising a separate claim.
20. Bids quoting "**NIL**" consideration/service charges shall be treated as unresponsive and will not be considered.
21. That in case service provider fails to make any statutory or contractual payment, then the IARI shall have the right to realize this amount from the Security deposit of the Contractor.
22. The service provider agency shall be solely responsible for the redressal of grievances/resolution of dispute related to personnel deployed and INSTITUTE shall in no way be responsible for settlement of such issues whatsoever.
23. The contractor will furnish to the INSTITUTE the list of the workers with full particulars of the personnel deployed, including details like name, father's name, age, photograph, permanent address, telephone number etc. and will also ensure the verification of the antecedents of such personnel.
24. The tendering agency shall be liable for depositing all taxes, levies, cess etc. on account of service rendered by it to the INSTITUTE to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
25. Any loss, theft or damage to the life and/or property of the employees of the IARI and/or property of the IARI shall be compensated by the contractor if the cause of such loss, theft or damage is on account of default, negligence and/or lapse of the personnel deployed by the firm.
26. In case of breach of any terms and conditions attached to this contract, the security deposit of the contracting agency will be liable to be forfeited by the INSTITUTE besides annulment of the contract.

27. The terms and conditions as stipulated in the tender documents and enclosed herewith, shall be part of the agreement which shall be executed between the IARI and successful bidder/ contracting agency.

28. LIQUIDATED DAMAGES CLAUSES:

a) In case of non-satisfactory work noticed by the Competent Authority, IARI, an amount equivalent to two days of contract amount subject to a minimum of Rs. 5000/- will be levied as liquidated damages per day apart from penalty. Whenever and wherever it is found that the work is not up to the mark in specified point /area it will be brought to the notice of the supervisory staff of the firm by IARI and if no action is taken within one hour liquidated damages clause will be invoked.

b) The Firm will not charge placement charges and /or on any other account from the manpower deployed at the IARI. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at a later stage, reports are received that the Contractor/Contracting Firm has charged the guards/manpower on any account.

c) Any misconduct/misbehavior on the part of the guards/manpower deployed by the agency will not be tolerated and such persons will have to be replaced immediately.

29. **PENALTY CLAUSE: If the number of worker (s) are found less than the minimum required 80 No.** under the contract a penalty of Rs.1000/- per worker/supervisor per day will be deducted from the bill. Not with-standing anything above, the Director, IARI reserves the right to reject any or all tenders in whole or in part without assigning reasons therefore. The decision of Director, IARI shall be final and binding on the contractor/agency in respect of any clause covered under the Contract. IN WITNESS whereof the parties have executed those present on the day, month and year as mentioned above.

30. **The IARI is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders in whole or in part.**

31. The agency should have experienced supervisors & workers in the field of horticultural features maintenance, development and supply particularly for hedge and edge cutting, development of lawns, exhibition quality pot plants and nursery management etc mentioned in specifications for maintenance of horticulture features.

32. Tenderer should be fully equipped with the following equipment's executing the work contract.

33. The firm shall be responsible for making timely payment of due wages to the workers employed, depositing of EPF with EPF through ECR and ESI contribution. A copy of ESI Challan and ECR indicating name of the workers with their EPF contribution will be submitted by the firm to the IARI, as proof. IARI will not have any liability on its part over such issues.

34. All the disputes pertaining this contract shall be under the jurisdiction of Delhi Courts only.

(For the ICAR-IARI)

(Name & Address of the firm)

1.....

2.....

Note: Rate to be quoted in BOQ online per acre/ per month for maintenance.

PART-A MAINTENANCE

Thorough cleaning of all the surroundings areas that Includes collection, lifting, transportation and disposal of all horticultural waste (at a site identified by the institute) including fallen leaves, cut/fallen trees in any part of the campus including Loha Mandi and Krishi Kunj (uprooting of roots of fallen/cut trees) and branches, cut grass, foliage and branches of hedges, edges, shrubs etc.

The Campus has to be maintained in utmost cleanly manner on a **day to day basis**. The contractor has to clear all the horticultural waste in the campus irrespective of the source of such material. The work involves complete maintenance of lawns, hedges, edges, shrubs, creepers, trees, climbers, flower beds and potted plants, avenue trees/plants, seasonal flower bed in the existing area, new plantations in the following area, etc.

Particulars	Unit in Acre
A. Important area of the campus (VIP Area)	29.60
Dr. B.P.Pal Garden, Surrounding area of B.P.Pal garden, Library surroundings, Directorate, Triangular park, Tikona Rose Garden, Round about opposite Entomology, Genetics, Phytotran, Phenomics and control environment facility, Dr.B.P.Pal Auditorium B-7, B-8, B-9, B-10, B-11, B-12,PusaHaritkranti Park, ZTM&BDU, CPCT, ATIC, WTC,	
B. Guest houses and Hostels (VIP Area)	14
<ol style="list-style-type: none"> 1. Ganga International Guesthouse 2. Sindhu Guest house 3. Farmers Guesthouse 4. Shishir Hostel 5. Vasant Hostel 6. Hemant Hostel 7. Sharad Hostel 8. Saraswati Hostel 9. Greesham Hostel 10. Versha Hostel 11. Ritu Raj Hostel 12. Madhumas Hostel 13. Falguni Hostel 14. P. G. Cafeteria 	
C. Divisions (VIP area)	16.00
SPU, Agril Engineering, Agronomy, Agril Extension, Economics, CATAT, Microbiology, Plant Physiology and Biochemistry, NRL, Horticulture, Floriculture and Landscaping Plant Pathology, Publication Unit, Entomology, Seed Science, FOSU, Soil Science, USI, , CPCT old Office + CPCT Unit-I & Unit-II, Library Services, Biomass Utilization Unit(BUU), Cummings lab (Genetics) and Pusa Agro Krishi Haat	

D. Residential areas	37.00
That includes B type, (except mentioned above at 'A' under VIP area) C type, E type, D type, Scientist Apartment, DII Type, II A and B, Janak Vihar, NRC, Type IV, V, Kaveri Apartments, Parks in Scientist Apartment and Krishi Kunj area, (specially parks and surroundings)	
E. Playground and open area	57.00
P.G. School and Kaveri play grounds, community centre, Nehru Experimental Centre park, Faculty Club area, open areas in D and green belt in rear side of Scientist Apartment, P-11, Hauz Khas, E type quarters, Krishi Kunj and <i>Krishi Mela Ground</i> , Glass house area near phytotron, Area opposite Scientist Apartments, water treatment plant near Loha Mandi, Area adjacent to Inderpuri gate. Kishan Mall and Newly build Amrit Sarowar Pond	
F. Road Side Area	61.00
Maintenance and general upkeep of all Avenues (1,2&3) & streets (1 to 6) including slip roads berms, collection, lifting, transportation and disposal of all horticultural waste (at a site identified by the institute) including fallen leaves, cut/fallen trees and branches, cut grass, foliage and branches of hedges, edges, shrubs etc., in the campus,. The contractor is encouraged to dispose of the same in pits for composting. The area includes IARI main gate to Hill side road to Inderpuri road, Director Office Round about to old Police station, Round about to ASRB (old IARI gate Round about to Kisan Hostel, Greesham Hostel to NRL, Godavari to Bougainvillea garden, Library to post office road, Canara bank to Janak Vihar, WTC, Kaveri apartment road side, Scientist Apartment to Sharad hostel road sides. Shard, Gresham Varsha up to P.G. Ground. New Footpath from cycle stand to Ganga Guest House	
G. Maintenance of Ashoka trees in Research Farm area and Plant Pathology back side near wall to new area field day to day cultural activities (2000 No.) at different location in IARI Campus ❖ Weekly : Irrigation ❖ Monthly : Weeding & Hoeing ❖ Monthly : Pruning	2000
H. Maintenance of Nursery comprising of 10000 pots including their day to day maintenance, propagation of plants, raising of seasonal flowers in nursery, pots and beds as given below: 8,000 potted plants in the nursery and other locations in the Institute of various types for indoor and outdoor display Propagation i. Foliage plants: 500 Nos. in each season in summer, rainy and winter ii. Shrubs and Hedges: 1500 Nos. in each iii. Seasonal flowers (a) 5,000 Nos. pots must be readily available for display in each season (b) Seedlings of all kind of seasonal (hybrids and open pollinated) to cover the flower beds for VIP areas, Bungalows& other places in the campus etc. in three seasons i.e. rainy, summer and winter iv. Ground covers in poly bags (6" pots) in each season of summer, rains and winter -1,000 Nos. v. Miscellaneous flowering plants 1,000 Nos. per season must be readily available.	1.60

PART- B: DEVELOPMENT

[Empanelment of suppliers for below service as and when required during contract]

Sr. No.	Items	Unit
1.	<p>Lawn(quantitiy: 3.5 acre) (approximate)</p> <p><i>The cost of supply and planting of different types of grasses including the following activities mentioned below to be undertaken during lawn development:</i></p> <p>Grassing with Selection <i>The following activities to be undertaken during lawn development:</i></p> <p>Clearing of grass and removal of the rubbish& disposal outside the periphery of the area cleared.</p> <p>Trenching in ordinary soil up to a depth of 60 cm. Including removals and stacking of serviceable materials and then disposing of by spreading and neatly leveling within a lead of 50m and making up the trenched area to proper levels by filling with earth or earth mixed with sludge or/and manure before and after flooding trench with water.</p> <p>Supply and stacking of sand & good earth (1:1) @ 1 cft/sq.m.at site.</p> <p>Supplying and stacking of well decayed cow dung manure @ 10 kg/sq.m.at site of work including royalty and carriage up to all lead and lifts (½” over the surface).</p> <p>Spreading of sludge, dump manure or/and good earth in required thickness as per direction of Officer-in-charge.</p> <p>Treatment of the ground with insecticides for termite & weedicide against pre-emergence weeds as recommended.</p> <p>Flooding the ground with water including making kiaries and dismantling the clodes.</p> <p>Fine dressing of the ground and planting of grass with the ratio of 1sq. feet carpet grass in 3 sq. feet developed area for lawn.</p> <p>The lawn to be maintained for 30 days or more till the grass forms a thick lawn free from weeds and fit for mowing including supplying good earth& sand if needed including one free moving.</p>	<p>PerSq.m.</p> <p>PerSq.m.</p>

<p>2</p>	<p>Hedge, Edge and Shrubbery (Quantity: 1000 Running meter)</p> <p>Preparation of beds for hedging and shrubbery by excavating 60 cm deep and trenching the excavated base to a further depth of 30 cm, refilling the excavated earth after breaking clods and mixing with sludge manure in the ratio of 8:1 (8 parts of stacked volume of earth after reduction by 20%: one part of stacked volume of sludge or manure after reduction by 8%), flooding with water, filling with earth if necessary, watering and finally fine dressing, leveling etc. including stacking and disposal of materials declared unserviceable and surplus earth by spreading and leveling as directed, within a lead of 50 m, lift up to 1.5 m complete (cost of sludge, manure or extra earth to be paid for separately) and supply & planting (at distance of 15 cm plant to plant and 15 cm row to row in two row planting system in running area) of suitable hedge, edge and shrubbery as per instruction of Incharge, OHLU for selection of genus and species of plant and maintenance of the hedge, edge & shrubbery 60 days or more till the plants establish free from weeds.</p> <p>Treatment of the ground with insecticides for termite & weedicide against pre-emergence weeds</p>	<p>Per. Running Mtr.</p>
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PART- C: SUPPLY OF COMMODITIES

[Empanelment of suppliers for below commodities as and when required during the contract]

Sr. No	Items	Unit	Estim ated Quant ity (in no.)
1	Foliage Plants		
	Providing and display of Araucaria Cookie Plant of 2-2.5 feet height, straight, fresh and healthy lush green leaves from bottom to top, well developed in 8 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Araucaria Cookie Plant of 2.5-3 feet height, straight, fresh and healthy lush green leaves from bottom to top, well developed in 10 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Areca Palm Plant of 4-5 feet height, having 4-5 suckers, well developed, having lush green foliage in 8 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Areca Palm Plant of 5-6 feet height, having 5-6 suckers, well developed, having lush green foliage in 10 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Croton Golden [Broad leaves] Plant having 2.5-3 feet height with 2-3 branch , full of fresh and healthy leaves, well developed in 8 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Croton Golden [Broad leaves] Plant having 3-4 feet height with 3-4 branch , full of fresh and healthy leaves, well developed in 10 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Croton Trifoliate [verigated] Plant having 2.5-3.0 feet height with 2-3 branch , full of fresh and healthy leaves, well developed in 8 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Dracaena [Song of India] Plant having 2 feet height & above, three in one, fresh and healthy and good quality foliage, well developed in 10 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Money Plant Broad Leaves mounted on 4 feet height moss stick 3-4 plants in each pot , well developed, full of fresh & healthy leaves from bottom to top in 10 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Money Plant Golden Leaves mounted on 4 feet height moss stick 3-4 plants in each pot , well developed, full of fresh & healthy leaves from bottom to top in 10 inch earthen pot and as per direction of the officer-in-charge.	Each	150
	Providing and display of Phoenix Palm plant height 2.5-3 feet well developed having 10-15 or more leaves, in 10 inch earthen pot as per direction of the officer-in-charge.	Each	150
	Providing and display of Raphis Palm plant height 3-3.5 feet , having 4-6 suckers of equal height, well developed having fresh and healthy foliage in 12 inch earthen pot as per direction of the officer-in-charge.	Each	150

	Providing and display of Syngonium golden plant mounted on 3 feet height moss stick, 3-4 plants in each pot, full fresh and healthy foliage from bottom to top in 10 inch earthen pot as per direction of the officer-in-charge.	Each	200
	Providing and display of Syngoniumverigated plant mounted on 3 feet height moss stick, 3-4 plants in each pot, full fresh and healthy foliage from bottom to top in 10 inch earthen pot as per direction of the officer-in-charge.	Each	150
	Providing and display of Difenbachia plant mounted on 3 feet height moss stick, 3-4 plants in each pot, full fresh and healthy foliage from bottom to top in 10 inch earthen pot as per direction of the officer-in-charge.	Each	150
	Providing and display of Oxycardium plant mounted on 3 feet height moss stick, 3-4 plants in each pot, full fresh and healthy foliage from bottom to top in 10 inch earthen pot , as per direction of the officer-in-charge.	Each	250
2	Hanging Basket		
	Providing and display of hanging basket of Daisy in flowering condition , full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Daisy in flowering condition , full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Portulaca in flowering condition , full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Pothas in full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Ferns in full fresh and healthy foliage 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Asparagus in full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Asparagus in full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Sedum in full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
	Providing and display of hanging basket of Kalanchoo in full fresh and healthy foliage in 12 inch plastic basket as per direction of the officer-in-charge.	Each	50
3	Seasonal Flowers		
	Providing and display of Marigold plant 1-1.2 feet height , in flowering condition, full fresh and healthy foliage from bottom to top in 4/6 inch poly bag as per direction of the officer-in-charge.	Each	500
	Providing and display of Dahlia double type plant 2-3 feet height , in flowering condition, full fresh and healthy foliage from bottom to top in 4/6 inch poly bag as per direction of the officer-in-charge.	Each	500
	Providing and display of Dahlia double type plant 2-3 feet height , in flowering condition, full fresh and healthy foliage from bottom to top in 10" Earthen Pot as per direction of the officer-in-charge.	Each	100

	Providing and display of hybrid Petunia double type plant 0.75-1 feet height , in flowering condition, full fresh and healthy foliage in 4/6 inch poly bag as per direction of the officer-in-charge.	Each	500
	Providing and display of hybrid Petunia double type plant 0.75-1 feet height , in flowering condition, full fresh and healthy foliage in 8 inch Earthen Pot	Each	100
	Providing and display of Ice plant in flowering condition, full fresh and healthy foliage in 4/6 inch poly bag as per direction of the officer-in-charge.	Each	300
	Providing and display of Ice plant in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge	Each	200
	Providing and display of Pansy hybrid double (Majestic Type) in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	500
	Providing and display of Phlox-Red in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	500
	Providing and display of Cineraria in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	400
	Providing and display of Salvia in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	400
	Providing and display of Candytuft in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	200
	Providing and display of Daisy in flowering condition, full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	300
	Providing and display of Nasturtium in flowering condition , full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	200
	Providing and display of Antirrhinum in flowering condition , full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	200
	Providing and display of Dianthus in flowering condition , full fresh and healthy foliage in 4/6 inch poly bag as per direction of the officer-in-charge.	Each	200
	Providing and display of Dianthus in flowering condition , full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	400
	Providing and display of Stock in flowering condition , full fresh and healthy foliage in 4/6 inch poly bag as per direction of the officer-in-charge.	Each	200
	Providing and display of Stock in flowering condition , full fresh and healthy foliage in 8 inch earthen pot as per direction of the officer-in-charge.	Each	500
4	Open Pollinated Seeds		
	Marigold	1 gm	200
	Petunia	1 gm	50
	Ice Plan	1 gm	100
	Pancy	1 gm	50
	Phlox-Red	1 gm	100
	Cineraria	1 gm	100

	Salvia	1 gm	100
	Candytuft	1 gm	100
	Daisy	1 gm	100
	Nasturtium	1 gm	100
	Antirrhinum	1 gm	100
	Dianthus	1 gm	100
	Sweet Willium	1 gm	100
	Stock	1 gm	100
	Sweet Alyssum	1 gm	100
5	Hybrid Seeds		
	Marigold	1 gm	50
	Petunia	1 gm	25
	Pansy	1 gm	25
	Salvia	1 gm	25
	Candytuft	1 gm	25
	Antirrhinum	1 gm	25
	Stock	1 gm	25
6	Bulbous Plants		
	Ranunculous: It should be in min. 5" pot, dwarf less than 30 cm plant height, fully spread across the pot at blooming stage with min. 6-8 flowers open at a time. It should be compact and uniform duly spread across the pot	Each	100
	Primula: It should be in min. 5" pot, dwarf less than 30-45 cm Height, min. 3-4 buds per spike should be open and rest should be in loose bud stage showing colour. Good appearance and bright foliage	Each	100
	Calceolaria: It should be in min. 5" pot, dwarf less than 30 cm height, showing min. 6-10 coloured buds at a time, golden in colour at flowering stage. Foliage and flowers must be proportionate and good looking conditions	Each	100
7	Hedge Plant		
	Providing and planting of Golden duranta plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	1000
	Providing and planting of Murraya Exotica plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	1000
	Providing and planting of Clerodendran plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	1000
	Providing and planting of Putranjivaroxburghii plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	4000
	Providing and planting of Dianella plant of 1-1.5 feet height, straight , fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	500
8	Edge Plant		
	Providing and planting of Golden duranta plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	1000

	Providing and planting of Iresine plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	2000
	Providing and planting of Alterenthera plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	1000
	Providing and planting of Black grass plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	1000
9	Climber Plant		
	Providing and planting of Jasmine plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	100
	Providing and planting of Pyrostegia plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	50
	Providing and planting of Clerodendran plant of 1-1.5 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	50
	Providing and planting of Quisquilixindica plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	50
10	Shrubs Plant		
	Providing and planting of Eranthemumnigrum plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	50
	Providing and planting of Galphimiagracilis plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
	Providing and planting of Nerium oleander plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
	Providing and planting of Clerodendraninerme plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
	Providing and planting of Hamelia patens plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
	Providing and planting of Hibiscus plant of 1.5-2.0 feet height , straight, fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50

	Providing and planting of Bogainvillea of different colour plant of 1.5-2.0 feet height , fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	100
	Providing and planting of ornamental Rose plant of 1.-1.5 feet height , fresh and healthy lush green leaves, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	200
	Providing and planting of Furcaria plant of 1.-1.5 feet height , fresh and healthy lush green leaves, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
	Providing and planting of Gilardia plant of 1.-1.5 feet height , fresh and healthy lush green leaves, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
	Providing and planting of Rat Ki Rani plant of 1.-1.5 feet height , fresh and healthy lush green leaves, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge	Each	50
11	Ornamental Trees [Providing and planting of ornamental tree plant of 8-10feet height , firth 4-6 inch fresh and healthy leaves, well develop in poly bag and as per direction of the officer-in-charge		
	Bauhinia blakeana	Each	10
	Bauhinia Variegated	Each	10
	Bauhinia Purpurea	Each	10
	FicusSpp	Each	10
	Jacaranda Mimosifolia	Each	10
	MicheliaChampaca	Each	10
	Cassia riodosa	Each	10
	Alstoniascholaris	Each	10
	Azadireachtaindica (Neem)	Each	100
	Cassia fistula	Each	10
	Cycascircinallis	Each	10
	Lagerstormeaspeciosa	Each	10
	Molshri	Each	50
12	Ground Cover		
	Providing and planting of Alternanthera plant of 15-20 cm height , fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	500
	Providing and planting of Ipomeaspp patens plant of 15-20 cm height , fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	500
	Providing and planting of Juniperusporstata plant of 15-20 cm height , fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	500
	Providing and planting of Ophiopogum plant of 15-20 cm height , fresh and healthy lush green leaves from bottom to top, well develop in 4/6 inch poly bag and as per direction of the officer-in-charge.	Each	100

13	Lawn grass carpet:		
	Selection-1	Per sq. ft	4000
14	Yamuna Sand (white colour): Good in quality free from any mixture	Per cft.	800
15	Red Dust (Badarpur)	Per cft.	500
16	FYM: Decomposed, quality, free from any mixture like polythene, wooden etc.	Per cft.	1000
17	Sandy Loam Soil: Quality soil free from any bricks or stone pieces	Per cft.	500
18	Terracotta	/kg	500
19	Supply of Pot/Container		
	Earthen Pot Size 8 inch	Per Unit	1000
	Earthen Pot Size 10 inch	Per Unit	4000
	Earthen Pot Size 12 inch	Per Unit	100
	Cemented Pot Size 14 inch	Per Unit	100
	Fiber Container Size 12 inch	Per Unit	100
20	Paint – White Colour	Ltr.	50
21	Paint – Green Colour	Ltr.	50
22	Tarpin Oil	Ltr.	60
23	Brush Size 3-4 inch	Per Unit	10
24	Supply and Decoration with flowers Cut flowers [Best quality Grade-'A']		
	Rose (Greenhouse)	Per Dozen	200
	Tuberose-Single	Per Dozen	10
	Tuberose-Double	Per Dozen	10
	Gladiolus Mixed	Per Dozen	800
	Carnation	Per Dozen	400
	Annual cut flowers	Per Bundle 20 No.	100
	Chrysanthemum	Per Dozen	100
	Gerbera	Per Dozen	100
	Orchids	Per Dozen	50
	Lilium	Per Dozen	200
25	Supply and Decoration with flowers Fillers		
	Asparagus	Per Dozen	10
	Gypsophila	Per Dozen	10
	Fern	Per Dozen	10
	Thuja	Per Dozen	10
	Golden rod	Per Dozen	10
	Golden bottle brush	Per Dozen	10
	Dimorphothecca	Per Dozen	10
26	Supply and Decoration with flowers Loose flowers Ladi/petals		
	Calcutta Marigold Orange and Yellow	Per ft. length	20000
	Green leaf (ladi)	Per ft. length	8000
	Rose Petal	Per Kg	200
	Merigold petals	Per Kg.	300
	Babona petals	Per Kg	300
	Hars (circumference: 5ft) - Rose	Per Har	30
	Hars (circumference: 5ft) - Tuberose	Per Har	20
	Hars (circumference: 5ft) - Jasmine	Per Har	20

27	Floral Decoration – Flower basket (best quality)		
	Special (best quality 36 flowers)	Per piece	5
	Flower vase (Greenhouse Rose 20 Flower each)	Per piece	20
	Flower vase (15 Nos. flower in single flower vase each) – Carnation	Per piece	20
	Flower vase (10 Nos. flower in single flower vase each) – Lilium	Per piece	20
	Flower vase (15 Nos. flower in single flower vase each) – Gerbera	Per piece	20
	Flower vase (15 Nos. flower in single flower vase each) – Chrysanthemum	Per piece	20
	Flower vase (15 Nos. flower in single flower vase each) – Gladiolus	Per piece	20
	Flower vase (15 Nos. flower in single flower vase each) – Orchid	Per piece	10
28	Flower bouquet		
	Green House Rose with 20 Nos. flower each	Per unit	400
	Single Rose Flower bouquet	Per unit	300
29	Dais – Providing/supplying and decorating the main dais with high quality seasonal flowers		
	Full dais [12’]	Per unit	30
	Half dais [6’]	Per unit	15
	Quarter dais [3’]	Per unit	6
30	Floral Arrangement for the podium with flower ladi	Per unit	30
31	Flower bowl/vase		
	Small	Per unit	90
	Medium	Per unit	40
	Large	Per unit	40
32	Floral Gate [15’ x 10’]		
	Made of seasonal cut flowers of good quality	Per unit	10
	Made of garlands	Per unit	10
33	Flower stand with flowers - Wooden Stand [20 Nos. flowers]		
	Rose	Per unit	10
	Carnation	Per unit	10
	Lilium	Per unit	10
	Chrysanthemum	Per unit	10
	Orchid	Per unit	10
	Gerbera	Per unit	10
	Mix cut flower	Per unit	10
34	Flower stand with flowers - Wooden Stand [30 Nos. flowers]		
	Rose	Per unit	10
	Carnation	Per unit	10
	Lilium	Per unit	10
	Chrysanthemum	Per unit	10
	Orchid	Per unit	10
	Gerbera	Per unit	10
	Mix cut flower	Per unit	10
35	Flower stand with flowers - Steel Stand [20 Nos. flowers]		

	Rose	Per unit	10
	Carnation	Per unit	10
	Lilium	Per unit	10
	Chrysanthemum	Per unit	10
	Orchid	Per unit	10
	Gerbera	Per unit	10
	Mix cut flower	Per unit	10
36	Flower stand with flowers - Steel Stand [30 Nos. flowers]		
	Rose	Per unit	10
	Carnation	Per unit	10
	Lilium	Per unit	10
	Chrysanthemum	Per unit	10
	Orchid	Per unit	10
	Gerbera	Per unit	10
	Mix cut flower	Per unit	15
37	Miscellaneous Items		
	Moss Grass	Per Kg	50
	Moss Grass Stick 4 feet length	Per unit	200

Note:

- i. The quantity mentioned in BOQ are only for OHLU, if any unit of IARI place order for above items, the firm is bound to deliver the supply for them as per rate contract. Therefore, keep in mind the rates while quoting the rates in tender.
- ii. Bidder should indicate GST rates in the percentage in BOQ as applicable separately under each of the head in BOQ, if applicable, failing which it shall be presumed that the prices include all such charges and no claim for the will be entertained.
- iii. In case of a tie between L-1 Bidders the selection will be based on the marks obtained by the firms in **Technical evaluation** (point no. 16). If there is still tie on this count, agency with more experience with Govt. Departments for Maintenance of Horticultural features would be chosen. This tender is in three part and rate contract will be awarded on the basis of **L-1 bidder in whole**. The agency who stand **L-1** in the **Part-A Maintenance** will be given preference in case of tie. However, the Competent Authority in the IARI reserves the right to award full contract or any part to any successful agency at its discretions which shall be final binding on the bidders.