

**NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVERNEMENT OF INDIA ENTERPRISE)**

TENDER DOCUMENT

FOR

**Horticulture work for Institute of Central Council for Research
in Yoga & Naturopathy at Village Devarkhana, Distt. Jhajjar,
Haryana**

OWNER

Central Council for Research Yoga & Naturopathy
(Deptt. of AYUSH, Ministry of Health & F.W., Government of India)
61-65, Institutional Area, Janakpuri, New Delhi – 110 058

**National Projects Construction Corporation Limited
(A Government of India Enterprise)**

N.I.T. No.:408/CRI/487

Dated: October 03, 2012

Short Tender Notice

M/s. National Projects Construction Corporation Limited (A Govt. of India Enterprises) on behalf of Central Council for Research in Yoga & Naturopathy (Deptt. of AYUSH, Ministry of Health & F.W., Govt. of India), 61-65, Institutional Area, Janakpuri, New Delhi – 110 058 invites sealed tenders in **three parts (Part-A: Technical bid ; Part-B: EMD and Part-C: Financial bid)** from experienced and competent agencies:

Name of work	"Horticultural Work at Institute of Central Council for Research in Yoga & Naturopathy at Village Devarkhana, Distt. Jhajjar, Haryana – 124 105.
Estimated cost	: ₹ 04.50 lacs
Time Period	: 01 months
Earnest Money Deposit	: ₹ 9,000.00 in the form of DD/FDR valid for 90 days in favour of NPCC Ltd., payable at Delhi.
Cost of Tender Document	: ₹1500.00 (non refundable in cash/DD in favour of NPCC Limited, payable at Delhi.
Sale of tender document	: From 04.10.2012 to 10.10.2012
Last date for submission of tender document	: 11.10.2012 up to 3.00 PM
Date of Opening of Technical Bid	: 11.10.2012 at 3:30 PM

- Separate envelope(s) should be super-scribed as "EMD" ,"Technical Bid" and "Financial Bid";
- Tender document may be obtained from the Project Office at Village Deverkhana, Distt. Jhajjar, Haryana w.e.f. 04.10.2012 to 10.10.2012 during working days between 10:00 AM to 04:00 PM. The tender document is available at NPCC website www.npcc.gov.in for viewing only. Tenderer are requested to get the tender document issued from the office of the undersigned before submitting document. The document which is issued from the office will only be entertained.
- Tenders without requisite EMD shall be rejected out-rightly.
- The date of opening of Price Bid will be intimated to the qualified agencies separately.
- Any corrigendum / addendum / errata in respect of the above tender shall be made available only at NPCC's official website www.npcc.gov.in.

Project Manager
NPCC Limited
CRI Jhajjar Works Unit
Village: Devarkhana, District: Jhajjar
State: Haryana - 124 105
Ph. No: 0124 2386620

The bidders must accompany the following documents in the envelope containing the techno-commercial bid in the absence of which tender shall not be evaluated. The validity and truthfulness of the certificates produced by the bidder may be verified by a committee constituted by Zonal Manager, Delhi Zone, NPCC Ltd. by visiting the sites of the bidder and interviews with the issuing authorities and other related personnel. During the verification as above, if the contents and validity of certificates does not match with the actual, the bid will be declared NON RESPONSIVE

1. Authority to sign bid on behalf of firm;
2. Proof of experience as needed above;
3. PF and ESI registration certificates or demonstrate its willingness to obtained the same after award of work;
4. Copy of Service Tax Registration Certificate;
5. The agency should have completed similar works during last 07 years either of the following:
 - i. Three similar completed work costing not less than the amount equal to 40% of estimated cost;
 - ii. Two similar completed work costing not less than the amount equal to 50% of estimated cost;
 - iii. One similar completed work costing not less than the amount equal to 80% of estimated cost.

The completion certificate needs to the enclosed.

Similar work shall mean – Horticulture work

TECHNICAL SPECIFICATIONS AND SCOPE OF WORK

(A) TECHNICAL SPECIFICATION AND CONDITIONS FOR LANDSCAPE AND HORTICULTURE WORK

1. The instruction given by the officer in charge shall have to be carried out promptly. In case of any difference of opinion or interpretation on the specification and conditions, the matter to be referred to the Zonal Manager, Delhi Zone for the decision, which shall be final and binding;
2. The contractor must engage enough number of man power to maintain the plants in good condition;
3. The contractor shall have to arrange all tools & plant and other stock items viz. Bamboo, Sutli, Hessian Clothes, Tokari, etc. required for the proper development and maintenance of plants. Repair cost of tools and plant items shall be borne by the contractor and nothing shall be paid extra on this account;

(B) SCOPE OF WORK

1. The scope of the contract cover plantation and then maintenance of plants and removal of rank vegetation and bushes, etc. within a planted area.

Period of Contract:

One months from the date of commencement of work as per the contract.

Supervision:-

The maintenance will be carried out under the general supervision of the Engineer in-charge

Contractor Supervision and man Power:-

The contractor must engage experienced supervisor for the supervision of these works who should be familiar with the landscape operation. The other field staff must have adequate experience.

Maintenance:-

The maintenance shall include watering, manuring, fertilizing, plant protection for pests and diseases, sweeping, weeding, mowing and disposal of garden refuse, cultivation and cutting of edges, pruning and clipping of hedges, rose bushes, etc. and maintaining them in proper standard of maintenance up to 03 (three) months after successful completion of work.

This includes but is not limited to the following:-

(a) Repair and Replacement:

The contractor shall carry out all repairs to garden features damaged due to digging in the area, natural calamity or any other reason.

(b) Irrigation:

Daily adequate watering (except Sunday) of all garden features with hose pipe or sprinkler system in different areas should be done regularly. Contractor will make his own arrangement of hose pipe and sprinkler in adequate quantities. All the lawns and play fields should be irrigated by sprinkler as directed by the officer in-charge. The contractor must ensure that unnecessary wastage of water does not occur at any time and must protect the irrigation fitting/hydrant etc. any damage to existing irrigation system due to negligence of his staff will have to be made

good by the contractor at his cost. However water shall be made available free of cost.

(c) Fertilizer:

Manure and Fertilizers specified shall be applied by the contractor as required and under the direction of the Engineer in-charge. Manure and fertilizer shall be provided by the contractor at his own cost.

(d) Plant Protection:

Periodic checks to be carried out for pests and diseases. In the event of infestation prompt spraying of appropriate pesticides, insecticides and fungicides will be required for eradication of the same. Pesticides, insecticides and fungicides will be supplied by the contractor.

(e) Sweeping:

The following daily operation is envisaged. Light garden sweeping and removal and disposal of garden refuse, cut grass / waste collected in garbage drums and trolleys placed at designated location in the campus.

(f) Mowing:

Lawn mowing to take place at regular interval of 10-15 days in a month or as per the direction of officer in-charge to given neat, clean, tidy and even look.

(h) Pruning:

Clipping and training of hedges and edges, trimming of shrub plants, trees, creepers and bougainvilleas etc. at regular intervals, stacking of plants whenever and wherever required.

(i) Precautionary Measure:

The contractor must take all necessary precautions for carrying out the above operations. In the event of any injury/accident to any person(s) the responsibility and liability will be entirely on the contractor.

(j) Material at Site:

The contractor must ensure that all garden machinery tools/hose pipe, etc. are removed from the site or kept in hidden places to avoid public view during the off hours.

(k) Termination Contract:

- i. Not with standing anything mentioned previously in the standard conditions of contract or elsewhere. The NPCC reserves the right to terminate the contract at any time during the period of contract, by giving the contractor one week written notice to this effect.
- ii. For each occasion of default in standard of maintenance found in daily inspection, Rs.100.00 shall be levied as compensation in addition to non-payment for the relevant item, without prejudice to any other action for default in performance under the contract.

(l) Development of New Lawns Area to be developed under horticulture be brought under this category. This includes converting un-developed area into grassy lawn by carrying out broadly the following operations. The actual areas will be identified by NPCC/CCRYN authority at the time of development.

1. Digging the ground up to one foot to remove all the weeds, stones, bricks ballast, leveling, shifting and dressing the ground;
2. Uprooting of weeds and growth cutting/pruning/removing and lifting of trees/tree and dumping at suitable foxed location;
3. Spreading of sludge/manure/good earth and growing the selection one grass, as per standards under the supervision of CCRYN authority;
4. The developed areas shall be taken over by NPCC from the contractor only after completion of maintenance period. Decision of NPCC in this respect shall be final;

SPECIAL CONDITIONS OF CONTRACT

1. **Deduction of VAT:** NPCC limited shall deduct TDS on VAT as per prevailing rules or as applicable from time to time.
2. **Deduction of income tax & Labour cess:** NPCC Ltd. shall deduct 'Income Tax' at source from all the payments to be made to the contractor in accordance with the provisions of India Income Tax laws. The contractor shall deposit Labour cess with appropriate authority and should submit the deposit challans/receipt to NPCC.
3. **Liability for E.P.F. deduction:** The contractor shall be responsible for deducting contribution towards Employee Provident Fund from its employees and deposit the same alongwith its contribution to the concerned regional Provident Fund Commissioner under the employees Provident Fund and Misc. Act. 1952.
4. Wherever the word contractor is mentioned in the tender document this shall mean sub-contractor
5. The special conditions of contract and other contract documents numerated below are complementary to and shall be read in conjunction with each other.
 - a) Special conditions of contract.
 - b) General conditions of contract.
 - c) Specifications.
 - d) Schedule of quantities.

In case of any conflict of meaning between the special conditions of contract and the general conditions of contract, the provisions in the special conditions of contract shall over ride the corresponding provisions in the general conditions of contract.

6. It is the responsibility of the contractor to arrange power and water required for the work at his own cost.
7. **Variations, Extra / substituted items:** Variation permitted should be $\pm 25\%$ in quantity of each individual item, and $\pm 10\%$ of the total contract price. Within 14 days of the date of instruction for executing varied work, extra work or substitution, and before the commencement of such work, notice shall be given either (a) by the contractor to the owner of his intention to claim extra payment or a varied rate or price, or (b) by the owner to the contractor of his intention to vary a rate or price.

For items not existing in the Bill of Quantities or substitutions to the Bill of Quantities, rate payable should be determined by the method given below and in the order given below:

- i) Rates and prices in Contract, if applicable;
- ii) Rates and prices in the Schedule of Rates applicable to the contract \pm tendered percentage, where appropriate;
- iii) Market rates of materials and labour, plus 10% for overheads and profits of contractor.

8. **Co-operation with other agencies:** The contractor shall fully co-operate with all persons and agencies engaged by NPCC Ltd. for carrying out the work of CCRYN.
9. **Taxes, duties, levies, etc.:** The contractor shall be responsible for the payment of all taxes, duties, levies, octroi, etc. on all materials articles that may be used in this work. Any increase in the aforesaid taxes, duties and levies etc. that may arise during the currency of the contract shall not be paid to the contractor by NPCC Ltd.
10. **Security deposit** :- The Security deposit shall be deducted at the time of making of payment to the contractor or the work done under contract@ 10% of gross amount of each bill on account until security deposit including performance guarantee so reaches the value of the 10% of contract value. Security Deposit can be replaced by the contractor in multiples of Rs. 1.00 lacs (One lacs only) by way of FDR/BG to be issued by any nationalized/Scheduled bank for equivalent amount.
11. **Refund of security deposit:** - The security deposit so retained from the bills of contractors will be released only after rectification of the defects pointed out by CCRYN/NPCC during the maintenance period/ Defect liability period i.e. 03 months after successful completion of work or the preparation of final bill whichever is later.
12. **Performance guarantee:** - On allotment of the work the contractor shall furnish a performance guarantee from any Nationalized/Scheduled Bank on format prescribed by the Corporation to the extent of 2% (Two percent) amount of total contract value. No payment shall be released to the contractor till such time the contractor furnishes the required performance guarantee to the satisfaction of Engineer-in-charge. The performance guarantee shall be released to the contractor after the successful completion of work to the satisfaction of the Engineer-in-charge.
13. **E.P.F. code no.** :- The contractor shall be required to obtain independent EPF code no. or exemption certificate from the regional provident fund commissioner.
14. i) The payment for additional/extra/substituted items which are compulsory or found necessary for the completion of works shall only be released to the contractors after the receipt of approval from the Competent Authority.
ii) Payment on account of increase in cost of work shall only be released to the contractors after the receipt of approval of Competent Authority.
iii) The time extension shall be given to the contractors only after it is obtained from the Competent Authority.

Bill of Quantities for Horticulture works at CRI ,Jhajjar						
Sl. No.	Item Description	Specification	Unit	Qty.	Rate (in Rs.)	Amount (in Rs.)
1	Supplying and Planting best quality healthy trees of specified ht of species as mentioned all trees to be approved before planting inclusive of maintenance as specified for 3 months after planting					
A.	Evergreen Trees					
1	Bauhinia Blakeana (Saptarni)	7-8'	No	35		
2	Delonix Regia(Gulmohar)	7-8'	No	50		
3	Ashoka	7-8'	No	135		
4	Ficus Benjamina Green	5'-6'	No	110		
5	Azadeereeta Indica (neem)	7'-8'	No	5		
6	Ficus Black	8'-10'	No	35		
7	Alstonia Scholasris	7-8'	No	35		
8	Bauhganvillia	7-8'	no	35		
9	Plumeria Albba	6'	No	45		
10	Plumeria Rubra	6'	No	35		
B.	Medicinal Plants					
1	Aloevera	3-4'	No	15		
2	Citrus lemon	3-5'	No	15		
3	Phyllanthus (Amla)	3-5'	No	10		
4	Laurus nobilis(Tej Patta)	3-5'	No	25		
5	Mango	3-5'	No	10		
6	Aegel Marmelos (belpatra)	3-5'	No	15		
7	Lemon Grass	3-5'	No	25		
8	CORYPHYLLUS AROMATICUS	3-5'	No	25		
9	Hire Charges for Water tanker (Minim. 4000 Liters.) including the cost of sweet water from outside sources		No	100		
	TOTAL					

Rupees in Words:

Signature of Tenderer:

Name & Address: