

SOUTH ASIAN UNIVERSITY

Rajpur Road, Maidangarhi, New Delhi-68.



Tender Document

UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068.



Part - A

Notice Inviting Tenders /Technical Bid

Part - B

Tender Conditions

Part – C

Financial Bid / BOQ

2nd May 2025



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South Asian University**Rajpur Road, Maidangrahi, New Delhi - 68.****2.0. NOTICE INVITING TENDER (Website Notification)**

Registrar, South Asian University (SAU), New Delhi-68, on behalf of the President, SAU, invites percentage rate bids in two bid system (Technical / Eligibility Bid and Financial Bid) from eligible Tenderers / bidders for the following work/s:

NIT No.: 44/NIT/SAU/2025

Name of work: UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..

Estimated Cost Put to Tender (ECPT)	Rs.99,52,483/-
Earnest Money	Rs. 2,00,000/- (SAU being an International Organization, will not accept the exemption granted to MSME Category and Hence they also need to deposit the EMD).
Performance Guarantee	5% of tendered value.
Security Deposit	2.5 % of tendered value.
Contract Period	01 Year
Date of Pre-Bid Meeting	14th May 2025 at 2:30 PM ✓
Last Date and Time for Submission of Bids	20th May 2025 (3:00 PM) ✓
Date and Time for Opening of Technical Bids	20 th May 2025 (3:30 PM)

Certified that this NIT contains Part-A from Page-1 to Page-46 & Part-B from Page-47 to Page-66 and Part-C from Page-67 to Page-77 (schedule of quantities A, B &C).

For detailed NIT/Tender Documents/Details/ downloads and for any other correction/amendments/modification/extension of time till the last date of submission of bids, please visit websites: www.sau.int

Tender submissions can only be made through offline mode in the office of the Supt. Engineer, at 4th Floor, Administration Building, SAU Campus, Rajpur Road, Maidangarhi, New Delhi-68.

Registrar

3. PART-A

TECHNICAL BID/ ELIGIBILITY CRITERIA

3.1 INFORMATION AND INSTRUCTIONS FOR TENDERERS/ BIDDERS (FORMING PART OF TENDER / BID DOCUMENT)

(Applicable to two bid systems)

Registrar, South Asian University (SAU), New Delhi-68, on behalf of the President, SAU, invites percentage rate bids in two bid system (Technical/ Eligibility Bid and Financial Bid) from eligible Tenderers/bidders for the following work/s:

DETAILS OF WORK:

1	NIT No.	44/NIT/SAU/2025
2	Name of Work & Location	UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..
3	Estimated Cost put to tender	Rs.99,52,483/-
4	Earnest Money	Rs.2,00,000/- (SAU being an International Organization, will not accept the exemption granted to MSME Category and Hence they also need to deposit the EMD).
5	<u>Contract Period</u>	01 year
6	Date of Pre-Bid meeting	14th May 2025(2.30 pm)
7	Last date and time of submission of bids	20th May 2025 (3.00 pm)
8	Time & date of opening of Technical/ Eligibility Bid	20th May 2025 (3.30 pm)
9	Time & date of opening of Financial bid	to be informed later

1. The intending bidders must read the terms and conditions of NIT carefully. They should only submit their bids if they considers themselves eligible and would be able to submit all the documents required. The eligibility criteria are given under para 1.5 of section 3.3.
2. Information and Instructions for Bidders posted on website shall form part of Bid Documents so bidders are requested to keep a check on SAU website on regular basis (www.sau.int).
3. The full bid document consisting of plans, specifications, the schedules of quantities and the set of terms and conditions of the contract to be complied with and other



documents (except CPWD GCC) can be seen and downloaded from website www.sau.int free of cost.

4. The bid can only be submitted in hard copy i.e. in sealed envelope in the office of the **Supt. Engineer, 4th Floor Administration Building, South Asian University Campus, Rajpur Road, Maidangarhi, Delhi-68**, after transferring of EMD amount to the account (only online transfer) of South Asian University, Delhi within the period of tender submission. **Bids not accompanied with EMD will be rejected straight away.**
5. On Tender opening date, the bidder may present to witness the tender opening process. The financial bid of only those bidder who qualify Technical eligibility criteria shall be opened.
6. List of documents to be attached is given separately at section 3.2.
7. The Part-C of tender documents contains Schedule of Quantities (SOQ), consisting of Schedule A -CPWD DSR 2020(Horticulture and Landscaping) items, Schedule -B Non-DSR items and Schedule-C Maintenance Works.
Contractor shall quote percentage, above, below or at par at one place in the overall Abstract of schedules (attached in Part -C) at the designated place.
8. ***Contractor must ensure to quote percentage above or below. However, if a tenderer does not quote any percentage above/below/at par on the total amount of the tender or any section/sub head in percentage rate tender, the tender shall be treated as at par.***
9. The Technical/Eligibility bid shall be opened first on due date and time as mentioned above. The time and date of opening of Financial bid of contractors qualifying the Technical/ Eligibility bid shall be communicated to them at a later date.
10. All the pages of documents need to be signed and stamped by the bidder and submit with the technical bid.
11. **Procedure for two bid system:**

The tenders are being invited in two bid systems, technical cum eligibility and financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed.

Technical bid will be opened first and evaluated. The financial bid of only those bidders will be opened who will be found qualifying the technical/eligibility criteria.

12. If any information furnished by the applicant is found incorrect at a later stage and it is found that tenderer/bidder does not qualify as per terms and condition of the tender, he shall be liable to be debarred from tendering/ bidding for works in South Asian University (SAU). His tender shall be cancelled and EMD forfeited. The SAU reserves the right to verify the particulars and documents furnished by the applicant independently.



13. Bidders must have mentioned their postal address and telephone number (s) of the chief Executive/ authorized person or attorney in the tender. The bid submitted by bidder will be rejected if he or his authorized person cannot be contacted on the last known address or on the intimated telephone number(s) after reasonable search in which event the EMD may be forfeited by the SAU.

- a. Name of Agency: -
- b. Contact Person: -
- c. Registered Address: -
- d. Contact Number: -
- e. Mobile Number: -
- f. E-mail id

Self-attested copies of all the documents shall be submitted and originals kept ready as these can be called for verification.

Registrar,

For and on behalf of the President, SAU



3.2 List of Documents to be filled, scanned and uploaded by the Bidders

1.	Copy of receipt for deposition of original EMD issued from authorized person in South Asian University.
2.	Letter of transmittal (4.3.1)
3.	Certificate of Financial Turnover from a Chartered Accountant (Form 'A'). (<i>Refer to Para 9(a) of section 4.3.2</i>)
4.	Solvency Certificate from Scheduled bank (4.3.3 Form 'B').
5.	Integrity Pact
6.	Integrity Agreement
7.	Certificates of Works Experience (Form 'C', 'D' & 'E'). (<i>Section 4.3.4, 4.3.5 & 4.3.6</i>)
8.	Structure & Organization (Form 'F').(<i>Sec-4.3.7</i>)
9.	Details of Technical & Administrative Personnel (Form 'G'). (<i>Section 4.3.8</i>))
10.	Details of Landscape / Horticulture Equipment Likely To Be Used In Carrying Out The Work (Form 'H') (<i>Section 4.3.9</i>).
11.	Work Experience: List of similar past works and performance on these works during last seven years, but not more than 3 works.
12.	Certificate of Registration for Goods and Service Tax and acknowledgement of up to date filed return.
13.	Affidavit regarding execution of qualifying works, as mentioned under Para1.2(B) of section 3.3
14.	Affidavit as mentioned under Para1.5 of section 4.2 – Guidelines for bidders
15.	Affidavit to the effect of not being black listed by any agency, as mentioned under Para1.7 of section 4.2 – Guidelines for bidders
16.	Certificate of enlistment under Horticulture works category in CPWD/MES/Railways/Telecom or any other Govt. agency in appropriate class
17.	Copy of PAN card.

3.3 NOTICE INVITING TENDER – (CPWD-6)

Registrar, South Asian University (SAU), New Delhi-68, on behalf of the President, SAU, invites percentage rate bids in two bid system (Technical/ Eligibility Bid and Financial Bid) from eligible Tenderers/bidders for the following work:

Name of work: UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..

(Important; The South Asian University is in International University established by eight member states of SAARC region. It has been established by act of parliament 2008 and granted the immunity and privileges at par with united nations organizations as per ministry of External Affairs (MEA) , Govt. of India, Gazette notification dated 15th January 2009. The University is being run by contribution paid by member states., however the capital fund for construction of permanent campus including this work at Maidan Garhi is being provided by Govt. of India and the work is to be carried out as per latest General Financial Rules (GFR)).

General details;

1	1.1	<p>The work is estimated to cost Rs.99,52,483/-.</p> <p>The estimated cost is based on CPWD DSR 2020 (HORTICULTURE & LANDSCAPING) and Non-DSR items based on prevailing market rates. This estimated cost, however, is given merely as a rough guide.</p> <p>Intending bidders may submit the bid only after satisfying themselves that they fulfill the following eligibility criteria:</p>
	1.2	Enlistment requirement -Please refer eligibility criteria given in this NIT.
	1.3	Joint ventures are not accepted. The bidder shall not be allowed to sublet the work.
	1.4	An intending bidder is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:
	1.5	<p>Eligibility Criteria</p> <p>Tenderers/bidders who fulfill the following requirements shall be eligible to apply:</p>
	A	Should have satisfactorily completed the works as mentioned below during the last Seven years ending previous day of last date of submission of bids.;

I.	<p>One similar work of value not less than <u>Rs 80 Lacs</u>. Or</p> <p>Two similar works, each of value not less than <u>Rs 60 Lacs</u> Or</p> <p>Three similar works, each of value not less than <u>Rs 40 Lacs</u>.</p>
II.	<p>Similar work means</p> <p>"Maintenance of Horticulture and Landscaping works in a reputed organization in a single contract".</p>
III.	<p><i>At least one work should be executed in any Government Organization or PSU (Public Sector Undertaking) or any International Organization established by the Government of India or other Country.</i></p>
IV.	<p>Important Note-if after opening of financial bid, it is found that the lowest bidder has not executed similar work given in above paras or does not fulfill eligibility criteria, his bid will be rejected, earnest money deposited will be forfeited and will also be debarred from future tendering in SAU.</p>
V.	<p>The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid.</p>
VI.	<p>Components of work executed other than those included in definition of similar work shall be deducted while calculating cost of similar work. Bidder shall submit certified attested abstract of cost of work in support of this. The bidder may show separately the net value of similar work certified by client.</p>
VII.	<p>To become eligible, the bidder shall have to furnish an affidavit as under:</p> <p><i>I / We undertake and confirm that eligible similar work(s) has / have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice, then the SAU shall be at liberty to terminate/determine the contract prejudice to its right under other clauses of contract. The bidder/tenderer shall be debarred for bidding in SAU in future . Also, if such a violation comes to the notice of SAU before date of start of work, the Engineer-in-Charge/SAU shall be at liberty to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.</i></p>
VIII.	<p>The applicant's performance for each eligible work completed in the last seven years shall be certified by an officer not below the rank of Executive Engineer or equivalent.</p>
B	<p>Should have an average annual financial turnover of Rs.100 Lacs on Horticultural works during the immediate last three consecutive financial years ending 31st March 2024 (Copy of Certificate from CA to be submitted).</p> <p>(At the time of submission of bid, the contractor may enclose Affidavit/ Certificate from CA mentioning Financial Turnover of immediate last 5 years ending March 2025. There is no need to upload entire voluminous balance sheet).</p>

	C	Should not have incurred any loss (profit after tax should be positive) in more than two years during the last five years ending 31st March 2025. (Consecutive financial statements duly certified and audited by the Chartered Accountant to be enclosed.)
	D	Should have a solvency of Rs.80 lacs , certified by his banker(Scanned copy of original solvency to be enclosed). The transmittal of solvency certificate should be addressed to the Registrar, SAU.
	1.6	To ensure timely completion and quality of workmanship/ maintenance, the University is inviting tenders in two bid system. Based on the past performance and soundness of the firm & being found eligible as per technical bid, University will qualify/shortlist the bidders for opening of financial bids.
	1.7	The intending bidder must read the terms and conditions of contract carefully. He should submit his bid only if he considers himself eligible and can provide all the documents required for establishing his eligibility etc.
2		Agreement shall be drawn with the successful Bidder on prescribed SAU agreement format attached with this document. Bidder shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.
3		The time allowed for carrying out the work, will be one year from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later.
4	i	The bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to satisfy himself and collect all information that he considers necessary for proper assessment of the work and for quoting his rates judiciously.
	ii	The work is to be carried out under the supervision and guidance of Engineering Wing of South Asian University.
5		The tender document is based on CPWD standard publications like General Conditions of Contract for maintenance works, Delhi Schedule of Rates and specifications 2020 for Horticulture and Landscaping, yardstick guidelines of CPWD Maintenance manual 2023 with amendments / correction slips up to the last date of submission of bids can be seen free of cost from " www.cpwd.gov.in " the CPWD website.
6		Earnest Money Deposit (EMD); The EMD amount is to be transferred to the SAU account directly and submit the transaction details along with the technical bid. The same will be get verified before opening of the financial bid. The bank details of SAU are as follows;



		<p>Beneficiary Name : South Asian University</p> <p>Name of Bank : State Bank of India</p> <p>Bank Address : Old JNU Campus, New Delhi</p> <p>Beneficiary A/C No. : 30796569318</p> <p>IFSC Code/ RTGS No. : SBIN0001624</p> <p>MICR Code 110002056</p> <p>PAN Number: Not Applicable in view of tax exemption.</p> <p><i>SAU being an International Organization, will not accept the exemption granted to MSME Category and Hence they also need to deposit the EMD as above.</i></p>
7		<p>Bid documents of only those bidders, who submitted proof of online transfer of EMD in the bank account of SAU with other document, shall be considered for evaluation.</p>
8		<p>The bid submitted shall become invalid, if:</p> <ol style="list-style-type: none"> The bidder is found ineligible. The bidder does not submit all the documents including PAN card, Goods and Service Tax (GST) registration, as stipulated in the tender document including undertakings, as required /applicable and proof of deposition of original EMD. Any discrepancy is noticed in the documents submitted by the bidder in the office of tender opening authority. <u>Note:- After selection of the Lowest (L1) bidder, the EMDs of the unsuccessful bidders will be released without interest.</u>
9		<p>The tenderer whose bid is finally accepted, will be required to furnish Performance guarantee (PG) of 5% (Five Percent) of the bid amount within the period specified in schedule F as Banker's cheque of any scheduled bank / Demand Draft of any scheduled bank / online transfer Pay order of any Scheduled bank. In case the contractor fails to deposit the said performance guarantee within the period as indicated in schedule 'F' including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.</p> <p>The Earnest Money deposited along with tender shall be returned after receiving the aforesaid performance Guarantee or it may be adjusted against PG.</p> <p><i>The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board including Provident fund code no.</i></p>



		<p><i>as applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for the said work.</i></p> <p><i>The contractor shall also deployment schedule within the period specified in Schedule F.</i></p>
10		<p>Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil, the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. Bidders shall be deemed to have full knowledge of the site whether he inspects it or not and no extra claims/ payments consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, electricity, access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions if any, in this tender document and local conditions and other factors having a bearing on the execution of the work.</p>
11		<p>The competent authority on behalf of SAU does not bind itself to accept the lowest or any other bid and reserves to itself the right to reject any or all the bids received without assigning any reason. All bids in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.</p>
12		<p>Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the Bidders who resort to canvassing will be liable to rejection.</p>
13		<p>The competent authority on behalf of SAU reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.</p>
14.		<p>The employer (SAU) reserves the right to increase or decrease the scope of work before or after the award of work without assigning any reason to the bidder/ contractor. No claim on any account whatsoever in any manner, in this regard shall be entertained by the employer (SAU).</p>
15.		<p>The agency must read carefully complete NIT including Brief Particulars of work and Guideline for bidders.</p>
16.		<p>After acceptance of the bid by competent authority, SAU shall issue letter of acceptance/Intent/award on behalf of the President, SAU. After the work is awarded, the contractor will have to enter into contract</p>



		agreement with SAU.
17.		<p>This notice inviting tender/bid shall form a part of the contract document. The successful bidder / tenderer, on acceptance of his bid by the Accepting Authority shall within 15 days from the letter of acceptance, sign the agreement consisting of :</p> <ul style="list-style-type: none"> i. The Notice Inviting Bid, all the documents including special conditions, additional conditions, particular specifications, Schedule of quantities (SOQ), drawings, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto. ii. An agreement on standard SAU Format on a non-judicial Stamp paper of appropriate value. (format available with SAU/attached)
18.		<p>Extension of Contract : The Contract period can be extended for another period of one year on mutual agreements, without any change in terms and conditions of the agreement based on satisfactory performance of the agency.</p>

3.7 SAU CONTRACT AGREEMENT (Format)

This agreement made this day of **XX Month XX , Year XXXX**, between the **South Asian University**, established through the South Asian University Act 2008 (No. 8 of 2009 dated 11th January 2009) by the Republic of India, having its office at Rajpur Road, Maidangarhi, New Delhi 110068 (hereinafter referred to as the **"the Employer"** which expression shall include its administrators, successors, executors and assignees) of the one part, and **XXXXX**(hereinafter referred to as the 'Contractor' which expression shall unless the context requires otherwise include its administrators, successors, executors and permitted assignees) of the other part.

WHEREAS, SOUTH ASIAN UNIVERSITY, is desirous of **"UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068.."** (hereinafter referred to as the **"PROJECT or the WORK"**) and has accepted a tender submitted by the contractor for the execution and completion of such work/ Project and the remedying of defects there in as per condition of contract.

This agreement is signed between (NAME), **Registrar, SAU** (for and on behalf of the employer) and **XXXX** (Authorized Signatory of Contractor) for and on behalf of the contractor.

NOW THEREFORE THIS DEED WITNESSETH AS UNDER:

ARTICLE 1.0 – AWARD OF CONTRACT**1.1 SCOPE OF WORK**

"UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068.."as per the terms and conditions of the agreement / contract.

In this agreement, words and expression shall have the same meaning as the respectively assigned to them in the condition of contract herein after referred to.

ARTICLE 2.0 – CONTRACT DOCUMENTS

2.1 The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as "Contract Documents").

- a) Agreement Form
- b) Letter of Acceptance
- c) Letter of Commencement of Works duly accepted by the contractor.
- d) Integrity Pact
- e) Integrity Agreement
- f) Tender Document Published on www.sau.int, consisting of:



- i. PART A : TECHNICAL / ELIGIBILITY BID
- ii. PART- B : SPECIAL, ADDITIONAL CONDITIONS AND PARTICULAR SPECIFICATIONS
- iii. PART-C - SCHEDULE OF QUANTITIES
- iv. CPWD GCC for Maintenance works shall be deemed to be part of agreement. (Term SE, CE, ADG, wherever mentioned in the GCC may be read as "appropriate authority in South Asian University, New Delhi").
- v. Tender Drawings uploaded on website shall be deemed to be part of agreement.
- vi. Any Corrigendum/amendment issued by SAU
- vii. Financial Bid submitted by contractor
- viii. Documents submitted by the contractor and other correspondence with SAU.
- ix. Contractors Acceptance/ Performance Bank Guarantee
- x. Power of Attorney document submitted by contractor

ARTICLE 3.0 – CONDITIONS & COVENANTS

3.1 The scope of work shall also include all such items which are not specifically mentioned in the Contract Documents and drawings but which are reasonably implied for satisfactory completion of the entire scope of work envisaged under this contract unless otherwise specifically excluded from the scope of work in the Letter of acceptance and Letter of Commencement.

3.2 Contractor shall adhere to all requirements stipulated in the Contract documents.

3.3 Time is the essence of the Contract and it shall be strictly adhered to. The progress of work shall conform to agreed works schedule/contract documents.

3.4 The rates and prices quoted include all constructional plant, labour, supervision, materials, erection, maintenance, Insurance, profit etc. together with all the general risks, liabilities and obligations set out or implied in the contract.

3.5 The contractor shall adhere to all Labour Laws of Government and as per Contract Documents.

3.6 The total contract price for the entire scope of this contract as detailed in Letter of Acceptance is Rs.XXX (Rupees XXXX only), which shall be governed by the stipulations of the contract documents.

ARTICLE 4.0 – Settlement of Disputes and Arbitration

4.1 In case of Any dispute, differences or controversy of whatsoever nature between the parties however arising under or in relation to this work, the dispute shall in the first instance be attempted to be resolved amicably through discussions / negotiations/ between the authorized officers of the parties.



4.2 If the parties fails to resolve the dispute in amicable manner within 30 days from the point of contention communicated by either party, the unresolved dispute or difference shall be referred to a Sole Arbitrator to be appointed with consent of both the parties. In case the parties fail to appoint a sole Arbitrator within 30 days, the dispute shall be referred to an Arbitral Tribunal comprising of three Arbitrators wherein each party shall appoint one Arbitrator and the two appointed Arbitrators shall appoint the third arbitrator who shall act as the pressing Arbitrator. Arbitration proceedings shall be conducted under the aegis of Arbitration and Conciliation Act 1996. Venue of the arbitration proceeding shall be at a place mutually decided by the parties.

ARTICLE 5.0 Obligation of the Contractor:

5.1 The contractor shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The contractor shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the Employer fully indemnified against liability of tax, interest, penalty etc. of the contractor in respect thereof, which may arise.

ARTICLE 6.0 Notice of Default

6.1 Notice of default given by either party to the other party under the Agreement shall be in writing and shall be deemed to have been duly and properly served upon the parties hereto, if delivered against acknowledgment due or by FAX or by registered mail duly addressed to the signatories at the address mentioned herein above.

IN WITNESS WHEREOF, the parties through their duly authorized representatives have executed this deed (execution whereof has been approved by the Competent Authorities of both the parties) on the day, month and year mentioned in first para above at New Delhi.

Binding Signature of the Contractor

Binding signature of the Owner

(XXX) (XXX)

Registrar

For and on behalf of:

For and on behalf of:

M/s XXX (Contractor)

M/s SOUTH ASIAN UNIVERSITY

WITNESS:

WITNESS:

1.

1.

2.

2.



4.0 PARTICULARS OF WORK**4.1 BRIEF PARTICULARS OF THE WORK**

Salient details of the work for which bids are invited are as under:

Name of Work	:	UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..
Estimated Cost	:	Rs.99,52,483/-
Contract Period	:	01 year (One Year)

1) The site for the work is at South Asian University Campus is located in MAIDAN GARHI Village, New Delhi 110068 near village-Rajpur Khurd and can be accessed from the Chattarpur-Fatehpur Beri Road.

2) **Brief scope(as per SOQ) includes:**

(The brief scope of work given below is for guidance purpose only and does not absolve the contractor from his responsibilities and duties or scope of work as per this content, even if not indicated here)

Following activities are to be performed in a Campus area of around 45 acres including building footprints and roads

A. Lawn Maintenance:

- Regular mowing, trimming, and edging of lawns.
- Fertilization and weed control.
- Aeration and reseeding as needed.

B. Plant Care:

- Pruning and trimming of shrubs, hedges, and trees.
- Fertilization and pest control for plants.
- Replacement of dead or unhealthy plants.

C. Irrigation System Maintenance:

- Regular inspection and repair of irrigation systems.
- Adjustment of sprinklers for optimal coverage.
- Seasonal activation and winterization of the system.

D. Flower Beds and Seasonal Planting:



1. Preparation and maintenance of flower beds.
2. Seasonal planting of flowers and ornamental plants.
3. Removal of weeds and debris from flower beds.

E. Pathways and Hardscapes:

1. Cleaning and maintenance of pathways, patios, and other hardscape areas.
2. Removal of moss, algae, and debris.

F. Waste Management:

1. Collection and disposal of garden waste.
2. Composting of organic waste, if applicable.

G. Pest and Disease Control:

1. Monitoring and treatment for pests and plant diseases.
2. Use of eco-friendly and safe pest control methods.

F. Special Projects:

1. Installation of new landscaping features as needed.
2. Seasonal decorations or special event preparations.

G. Reporting and Documentation:

1. Regular reporting on the condition of the landscape.
2. Documentation of maintenance activities and any issues.

H Others

- A. Supply of Trees/Shrubs/Plants/Creepers & Climbers/Grasses/ground covers/Potted plants/seasonal plants etc. and their plantation, display etc.
- B. Preparation of Earth Mounds with available earth at site.
- C. Creating seasonal/ all season flower beds including Trenching
- D. Supply of Manure/Sand/Earth, mixing and its filling in Planters/pots flowerbeds etc.
- E. Supply of manpower etc. during maintenance period as per SOQ requirement.
- F. Supply and installation of items as per Schedule A&B
- G. Any contingent/appurtenant work required for completion of the said item/work.

- 3) Work shall be executed according to CPWD Specification 2020 for Horticulture and landscaping works, CPWD General Conditions of Contract for maintenance works, CPWD maintenance manual 2023 (available free of cost at www.cpwd.gov.in). The bidder may also obtain the address of the outlets from the CPWD website or Engineer-in-Charge.

4.2 ADDITIONAL GUIDELINES FOR BIDDERS (Information and instructions to the bidder)

1.0		GENERAL:
	1.1	Letter of Transmittal and forms for deciding eligibility should be submitted along with all other Bid documents.
	1.2	References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the Bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.
	1.3	The bidder must submit information of on-going litigations and litigations in which he is involved in the past seven years. In the event that the applicant has no litigations either in process or in the past seven years, an affidavit to this effect, duly notarized must be submitted in original.
	1.4	The Bidder should not have been blacklisted by any State/Central Government Department or PSU or Autonomous bodies. The bidder must submit a duly notarized affidavit to this effect. Bids received without this declaration shall stand automatically rejected.
	1.5	The Bidder must submit an undertaking that up to date tax returns have been filed along with copies of such returns submitted to the concerned IT department/ Commercial Tax department
	1.6	Minimum requirement of Technical Staff for this work is given in Clause 32 of Schedule 'F' .
2.0		DEFINITIONS:
	2.1	In this document the following words and expressions have the meaning hereby assigned to them:
	2.2	"EMPLOYER" Means the South Asian University (SAU) , acting through its Authorized representative, or successor thereof .
	2.3	"BIDDER" Means the individual, proprietary firm, firm in partnership, limited company (private or public) or corporation. Joint ventures, consortium and special purpose vehicles are not accepted as bidders.
	2.4	"Year" means "Financial Year" unless stated otherwise.
	2.5	"SAU" means South Asian University, Delhi-110068



	2.6	"Engineer-in-Charge" means Superintending Engineer or any authorized representative of SAU or his successor thereof.
	2.7	The words "Tenderer" and "Bidder" holds the same meaning so is the word "Tender" and "Bid" . The term, contract/agreement, contract agreement wherever used (interchangeably) in this Bid documents means the same
3.0		METHOD OF APPLICATION:
	3.1	The tenders are being invited in two bid systems, technical cum eligibility and financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed. Technical bid will be opened first and evaluated. The financial bid of only those bidders will be opened who will be found qualifying the technical/eligibility criteria.
	3.2	If the Bidder is an individual, the application shall be signed by him above his full type written name and current address.
	3.3	If the Bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
	3.4	If the Bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current address, or, alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
	3.5	If the Bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The Bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.
4.0		FINAL DECISION MAKING AUTHORITY



		The Employer reserves the right to accept or reject any Bid and to annul the process and reject all Bids at any time without assigning any reason there of or incurring any liability to the Bidders.
5.0		PARTICULARS OF THE WORK ARE PROVISIONAL
		The particulars of the work given in Section - 4.1 (Brief Particulars of work) are provisional. They are liable to change and must be considered only as advance information to assist the Bidders. Site Visit; Please refer point no 4 of Tender notice.
6.0		INITIAL CRITERIA FOR ELIGIBILITY: Initial eligibility criteria are given at clause 3.3.1 of document.
	6.1	EXPERIENCE IN WORKS HIGHLIGHTING EXPERIENCE IN SIMILAR WORKS Bidder should furnish the following information:
	a	List of works of similar nature successfully completed during the last seven years (in form -"C") for determining the eligibility criteria. Work order/ award letter copies to be submitted as proofs.
	b	List of the projects under execution or awarded (in Form- "D"). The Bidder should list all work in this category but not more than Ten.
	c	Particulars of completed works and the performance of the bidder duly authenticated/certified by an officer not below the rank of Executive Engineer or equivalent should be furnished separately for each eligible work completed (Form-'E')
6.5		FINANCIAL INFORMATION
	a	Balance sheet of last five financial years ending March 2024 needs to be submitted in Form 'A' duly certified by chartered accountant.
	b	Solvency Certificate in "Form B", Name and address of the bankers, identification of individuals, familiar with applicants financial standing and a bankers statement on availability of credit.
7.0		ORGANISATION INFORMATION Bidder is required to submit the information in respect to his organization (in forms- "F" & "G").



7.1		HORTICULTURAL PLANT & EQUIPMENT Bidders should furnish the list of horticultural plant and equipment to be used in carrying out the work (in Form "H"). Details of any other plant & equipment required for the work not included in form "H" and available with the bidder may also be indicated.
8		LETTER OF TRANSMITTAL The Bidder should submit the letter of transmittal attached with the Bid document

9.0	EVALUATION CRITERIA FOR ELIGIBILITY (TECHNICAL BID)		
	The details submitted by bidders will be evaluated in the following manner: (a) The initial criteria prescribed in para 3.3.1 in respect of experience, financial turnover etc. (b) The bidder qualifying initial criteria as above will be evaluated for the following criteria by scoring method on the basis of documents submitted by bidder with tender.		
Sr. No	Parameters	Evaluation Criteria	Minimum marks for qualification in each category
a)	<u>Technical submission</u> <u>1. Execution of Landscaping works in prestigious organization.</u> i) International Organization - 20 marks ii) Institute of Repute - 15 marks iii) Central Govt. Offices - 10 marks iv) Any other recognized Institute - 05 marks <u>2. Presentation of documents and or inspection of work</u> <u>3. Value of similar completed single works in last 7 years of</u> i) cost more than 3.20 Cr - 10 marks	 20 marks 30 marks	 5 marks 20 marks



	ii) cost more than 2.40 Cr - 9 marks iii) cost more than 1.60 Cr - 7 marks iv) cost more than 0.80 Cr - 5 marks	10 marks	5 marks
	<u>4. Financial capacity (Average turnover of last five years)</u> i) More than 3 Crore - 10 marks ii) More than 2 Crore - 8 marks iii) More than 1 Crore. - 5 marks	10 marks	5 marks
	<u>5. Performance of work (30 marks)</u> i) Outstanding - 30 marks ii) Very Good - 25 marks iii) Good - 15 marks iv) Poor - 0 marks	30 marks	25 marks
	Max. Marks	100	
Note:- 1. However the only bidders who are getting at least 70 % marks on (a) above will be eligible for opening of financial bid. 2. The department reserve the right to reject any prospective applicant without assigning any reason and to restrict the list of qualified contractors to any numbers deemed suitable by it, if many bids are received satisfying the laid down conditions.			
10	Opening of Financial bid: After evaluation of bid documents, list of shortlisted bidder will be prepared. Thereafter the financial bid of only qualified and technically accepted bidders shall be opened at notified time, date & place in presence of representatives of bidders.		
11	Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has: <ul style="list-style-type: none"> i) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria documents. ii) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses etc. 		

12	AWARD CRITERIA
10.1	The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:
a)	Amend the scope and value of contract .
b)	Reject any or all of the applications without assigning any reason.
13	Essential Submissions and Information
a)	The bidder shall provide copies of work orders as well as completion certificates from the past Employer as documentary proof for having executed similar works. However, decision with regard to eligibility of the applicant/successful bidder will be taken by the appropriate authority on SAU, only after necessary documents provided by the Bidder have been examined.



4.3 INFORMATION REGARDING ELIGIBILITY CRITERION**4.3.1 Letter of Transmittal**

From:

.....
.....
.....

To,

**The Registrar,
South Asian University Rajpur Road, Maidan Garhi,
Delhi - 110068**

Sub: UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..

Sir,

Having examined the details given in **Press Notice and Detailed Bid** document available on designated websites for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statement made and information supplied in the enclosed forms A to H and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency certificate and authorize SAU, New Delhi to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/W e also authorize SAU, New Delhi to approach individuals, employers, firms and corporation etc. to verify our competence and general reputation.
4. I/We submit the certificates as per the form "E" in support of our suitability, technical knowledge and capability for having successfully completed the following works:-

S. No.	Name of work	Amount	Certificate issued by
1			
2			
3			



5. Technical / Eligibility bid documents are submitted online and Earnest money in the prescribed form is deposited in the University as per receipt attached herewith.
6. Financial bid is submitted online.

Enclosures:

Seal of bidder

Date of submission

SIGNATURE(S) OF BIDDER(S)



4.3.2 FINANCIAL INFORMATION**Name of the firm / Contractor**

- I. Financial Analysis-Details to be furnished duly supported by figures in balance sheet / profit & loss account for the last five years duly certified and audited by the Chartered Accountants, as submitted by the Bidder to the Income Tax SAU (Copies to be attached).

S. No.	Particulars	Financial Years (Figures in Lakhs Rs)				
		2019-20	2020-21	2021-22	2022-23	2023-24
(i)	Gross Annual Turnover					
(ii)	Turnover on Horticulture Works					
(iii)	Profit / Loss					

- II. Financial arrangements for carrying out the proposed work.
- III. The Firm /Bidder should have not posted loss in more than two financial years during the last Five Years.
- IV Solvency Certificate from Bankers of bidder in the prescribed Form "B".

SIGNATURE OF BIDDER(S)**Signature of Chartered Accountant with Seal**

FORM 'B'**4.3.3. Form of Bankers' Solvency Certificate from a Scheduled Bank**

This is to certify that to the best of our knowledge and information M/s./ Shri.....having marginally noted address, a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs.....(Rupees.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature) For the Bank

NOTE:

1. Bankers certificate should be on letter head of the Bank, sealed in cover addressed to the **Registrar, SAU, New Delhi- 110068, the** tendering authority.
2. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.
3. The certificate should not be more than 6 months old.



FORM 'C'**4.3.4. DETAILS OF WORKS OF SIMILAR NATURE COMPLETED DURING THE LAST SEVEN YEARS**

Name of the firm / Bidder.....

SIN	Name of work /project and location	Owner or sponsoring organization	Cost of work in Rs, Crores	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Cases pending / in progress with details*	Litigation arbitration	(Postal & E- mail) / telephone number of officer to whom reference may be made	Name and Address	Remark
1	2	3	4	5	6	7	8	9	10	11	12

* Indicate the gross amount claimed and amount awarded by the arbitrator.



Part A

30

SIGNATURE OF BIDDER(S) WITH STAMP

Form 'D'

4.3.5 Projects Under Execution or Awarded (The bidder may furnish the details of not more than ten works)

Name of the Firm/Contractor: _____

Sr No.	Name of work /project and location	Owner or sponsoring organization	Cost of work in Rs, Crores	Date of commencement as per contract	Stipulated date of completion	Up to date percentage progress	Slow progress if, and reason there off	(Postal & E- mail) / telephone number of officer to whom reference may be made	Name and Address	Remark
1		3	4	5	6	7	8	9		10
1										
to										
10										
SIGNATURE OF BIDDER(S) WITH STAMP										



FORM 'E'

4.3.6. Performance Report of Works to be Considered for Eligibility

Name of the Firm/Contractor: _____

1.	Name of work / Project & Location		
2.	Agreement No.		
3.	Estimated Cost		
4.	Tendered Cost		
5.	Date of Start		
6.	Date of completion		
	i)	Stipulated Date of Completion (as mentioned in work order)	
	ii)	Actual Date of Completion	
7.	i)	Status of Compensation (Not Levied / Levied / Not Decided)	
	ii)	Amount of compensation levied for delayed completion, if any	
8.	Amount of reduced rate items, if any.		
9.	Whether any litigation / arbitration case pending / in progress in respect of this work.		
10.	Performance Report		
	1) Quality of Work		Very Good / Good / Fair / Poor
	2) Financial Soundness		Very Good / Good / Fair / Poor
	3) Technical Proficiency		Very Good / Good / Fair / Poor
	4) Resource fullness		Very Good / Good / Fair / Poor
	5) General Behavior		Very Good / Good / Fair / Poor
11	Remarks(if any):		
Dated:		Engineer-in-Charge Equivalent to EE with stamp	



4.3.7 STRUCTURE & ORGANISATION OF THE FIRM/BIDDER

1.	Name & Address of the bidder	
2	Telephone No. / Email ID / Telex No. / Fax No.	
3	Legal status of the bidder (attached copies of original document defining the legal status).	
(i)	An Individual	
(ii)	A Proprietary Firm	
(iii)	A Firm in Partnership	
(iv)	A Limited company or Corporation	
4.	Particulars of registration with various Government bodies (attach attested photo-copy).	
	ORGANIZATION / PLACE OF REGISTRATION	
	1.	
	2.	
	3.	
5.	Names and Titles of Directors & Officers with designation to be concerned with this work.	
6.	Designation of Individuals authorized to act for the organization.	
7.	Was the bidder ever required to suspend Horticulture work for a period of more than six months continuously after commencing the Work? If so, given the name of the project and reasons of suspension of work	
8	Has the bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	



9.	Has the bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details	
10.	Have the bidder, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.	
11.	In which field of the bidder has specialization and interest?	
12.	Any other information considered necessary but not included above.	

Signature of bidder(s) with stamp



FORM 'G'**4.3.8 Details of Technical & Administrative Personnel to be deployed on the Work:**

Name of the Firm/Contractor: _____

Sl no.	Designation	Total Number	Number for this work	Name	Qualifications	Professional/ Construction experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9

Signature of bidder (With Stamp)



'FORM H'

**4.3.9 Plant And Equipment Required at Site, To Be Owned / Taken On Lease
By The Contractor**

Sl No.	Equipment	Minimum Numbers available
	As given in clause 18 of Schedule F	

Signed by an Authorized Signatory of the firm
With stamp



5.0 PERCENTAGE RATE TENDER & CONTRACT FOR WORKS

Tender for the work of: UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..

- a. To be submitted up to **15:00 Hrs. on xx.xx.2025** in Office of the Engineering Wing, 4th Floor, Administration Building, SAU Campus Delhi-68.
- b. To be opened in the presence of bidders who may be present at **15:30 Hrs. on xx.xx.2025** in the office of the **Supt. Engineer**, 4th Floor, Administration Building, SAU Campus Delhi-68.

(* to be filled by University)

TENDER

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F Specification applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract (CPWD GCC 2023) with up to date amendments up to last date of submission of bid, clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract/NIT and all other contents in the tender document for the above work

I/We hereby tender for the execution of the work specified for the SAU within the time specified in Schedule 'F', schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions referred to in Rule-1 of General Rules and Directions and in **Clause 11 of the General Conditions of contract of 2023 with amendments up to last date of submission of bid.** with such materials as are provided for, by, and in respect of and in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **Seventy Five (75)** days from the date of opening of **Technical Bid** and not to make any modification in its terms and conditions.

A sum of Rs _____ (Rupees _____) (in words) has been deposited in the bank account of SAU.

EMD is having validity for 6 months or more from the last date of receipt of tenders.

A copy of receipt of deposition of earnest money Rs. _____ in receipt is attached.

If I/We, fail furnish to furnish the prescribed performance guarantee within prescribed Part A



period, I/We agree that the said President SAU or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.

Further, if I/We fail to commence work as specified, I/We agree that President SAU or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said performance guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in **clause 12** of the tender form.

Further, I/We agree that in case of forfeiture of Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of SAU, then I/We shall be debarred for tendering in SAU in future. Also, if such a violation comes to the notice of SAU before date of start of work, the SAU shall be free to forfeit the entire amount of Earnest Money Deposit/ Performance Guarantee.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the SAU/State.

Dated:.....**

Signature of Contractor**

Witness:**

Address:**

Postal Address **

Occupation:**



5.1 ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the SAU for a sum of Rs.....*

(Rupee.....*)
.....)

The letters referred to below shall form part of this contract agreement:-

- (a) *
- (b) *
- (c) *

For & on behalf of SAU

Signature

Designation . Registrar, South Asian University

Dated:*



5.2 PROFORMA OF SCHEDULES

SCHEDULE 'A'	
Schedule of Quantities or SOQ	The term schedule of quantities (SOQ) or BOQ means the same wherever mentioned in this NIT.
SCHEDULE 'B'	
Schedule of materials to be issued to the	NIL
SCHEDULE 'C'	
Tools and Plants to be hired to the contractor:	NIL
SCHEDULE 'D'	
Extra schedule for specific requirements / documents for the work, if any	Nil
SCHEDULE 'E'	
Reference to General Condition of contract (GCC):	CPWD General Conditions of Contract 2023 for maintenance works and CPWD maintenance manual 2023 as amended as per applicability to SAU requirements and amended/modified up to the previous day of last date of submission of the tender/bid. The Standard CPWD GCC and maintenance manual are amended from time to time through issue of OMs under series DG/CON which are available on CPWD official website at http://www.cpwd.gov.in/Documents/OfficialCirculars/DGCON .
Name Of Work	UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..
Estimated cost of work put to tender	: Rs.99,52,483/-
(i) Earnest Money	:Rs.2,00,000/- (To be refunded after receiving of Performance Guarantee.)



(ii) Performance Guarantee	:5% of accepted tendered value (It shall be released after two months after successful completion of contract and after issuance of completion certificate by SAU.).	
(iii) Security Deposit	:2.5% of accepted tendered value of work, to be deducted from each running bill.	
SCHEDULE 'F'		
General Rules & Directions: -		
Officer inviting tender:		: Registrar, South Asian University
Definitions:		
(i)	Engineer-in-Charge	Supt. Engineer or Authorized representative of University
(ii)	Accepting Authority	President SAU
(iii)	Percentage on cost of materials and Labour to cover all over heads and profits	15%
(ix)	Standard Schedule of Rates	CPWD DSR2020 (Horticulture and Landscaping works) with amendments up to date of submission of the bids/tender and market rates as applicable.
(v)	Department	South Asian University(SAU)
(vi)	Standard Contract Form	As per format attached
Clause 1		
i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance	:15 (Fifteen) days	



ii) Maximum allowable extension with late fee @ 0.1% per day of performance guarantee amount beyond the period provided in (i) above.	: 7 (Seven) days
iii) Time allowed for submission of programme chart (Time and Progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance.	: 30 Days
Clause 2	
Authority for fixing compensation under clause 2	: President, South Asian University or successor thereof
Clause 2A	
Whether Clause 2A shall be applicable(Early Completion)	: Not Applicable
Clause 5	
a) Number of days from the date of issue of letter of acceptance for reckoning date of start	: 10 (Ten) days or date of handing over of site whichever is later
b) Contract Period	: 1 year (One Years) .
Clause 5.1	
Authority to Decide:	
(i) Extension of time	: President, SAU
(ii) Rescheduling of mile stones	: President, SAU
(iii) Shifting of date of start in case of delay in handing over of site	: President, SAU
Clause 5.2	
Nature of Hindrance Register (either Physical or Electronic)	: Physical
Clause 6, 6A	
Clause applicable - (6 or 6A)	: 6A (Computerized Measurement Book)
Clause 7	



Clause 7A (EPFO, ESIC and BOCW)		:Applicable as per Govt. Rules
		No running account bill shall be paid for the work till the applicable licenses, registration with EPFO, ESIC are submitted by the contractor to the Engineer In Charge.
Clause 10A		
List of testing equipment to be provided by the contractor	As per table below	
SI No.	Equipment	Quantity
1	At site PH value determination Kit	2
2	Sieve analysis Set	1
3	Electronic balance 600gx0.1g., 10kg	1
4	GI tray 600x450x50mm, 450x300x40mm, 300x250x40mm	1 each
5	Screw gauge 0.1mm-10mm, least count 0.05	1
6	Motorized sieve shaker	1
7	Plastic or G.I. Buckets 15 ltr,	1
Note: And any other equipment for quality assurance as desired by the engineer in charge.		
Clause 10B		
Whether Clause 10 B (ii) and (iii) is applicable;	:Not Applicable	
Mobilization advance and advance for T&P		
Clause 10C		
		Applicable
Component of labour expressed as percent of value of work	75% (for maintenance work i.e. Schedule-C only)	
Clause 10CA		
		Not Applicable
Clause 10CC (Payment due to increase/decrease in the prices other than material under 10 CA)	Not Applicable	



14	Subbal	4
15	Screener for coarse sand and fine sand	5
16	Centrifugal monoblock water pump minimum capacity 2HP	1+1
17		

Note:

1. **The above list is only indicative and not exhaustive.** The contractor is required to deploy necessary equipment for achieving the progress as per Milestone Schedule given in Schedule F, Clause 5 and the completion of Entire Work within the stipulated time. These resources are minimum required. All plants and equipment need not to be mobilized simultaneously, plants and equipment as required as per the progress of work shall be brought at site timely. Any other machinery / equipment / tools and Plants as required as per the agreement / specification laid down in the agreement to be provided by the contractor at no extra cost and as per the actual requirement at site.

Clause 19: Penalty for each default in following cases

Clause 19C	Rs.500/- for each default
Clause 19D	Rs.500/- for each default
Clause 19G	Rs.500/- for each default
Clause 19H	Rs.500/- for each default

Clause 25

Constitution of Dispute Redressal Committee (DRC)	: South Asian University (SAU)
Chairman	VP / OSD/Chief Liaison Officer, SAU or equivalent officer in SAU.
Member	Director Finance, SAU
Member	External Technical Expert (BWC member)
Presenting Officer	Engineer in charge, SAU.



1. The above constitution of Dispute Redressal committee is subject to change, for which necessary notification shall be issued by the competent authority of the SAU (i.e. the President SAU) as may be required.
2. The chairman of committee or President, SAU may substitute any member in case of their non-availability
3. In addition to above, more BWC Members or expert may be coopted/Nominated by Chairman of the committee or by the President , SAU, whenever such a need arises.

Clause 32**Minimum Requirement of Technical Staff and Recovery Rates**

Manpower		Minimum experience In similar works (Years)	Designation	Rate at which Recovery shall be Made from the contractor in the event of not fulfilling provision of clause32(i)
Qualification	Number			
Graduate in agriculture/forestry/Horticulture. 100% deployment during Execution of schedule A &B.	1	15 years (Having experience of similar nature of work)	Hort. Supervisor	Rs.40000 per month



6.0 PART B**SPECIAL CONDITIONS, PARTICULAR SPECIFICATIONS & ADDITIONAL CONDITIONS,**

6.1. SPECIAL CONDITIONS :

- 6.1.1 The work shall be carried out as **per CPWD DSR and Specifications 2020 for Horticulture works, & CPWD Specification for Civil works 2019** with up to date correction slips unless otherwise specified in the nomenclature of individual item or in the specifications and special conditions, where specifications are silent, the decision of Engineer-in-Charge shall be final and binding on contractors.

Note: The CPWD GCC Construction works 2023 suitably amended by SAU will not be issued along with the Bid document but same shall assumed to be part of the agreement to be drawn and signed by both the parties after acceptance of Bid.

- 6.1.2 All material as mentioned in BOQ under head supply of items will be arranged by the contractor as per actual requirement after obtaining prior approval of SAU and To be stored in Nursery before starting the work.
- 6.1.3 In case of any discrepancy in the item given in the schedule of quantities appended with the Bid the final decision will be taken by the Engineer-in-Charge.
- 6.1.4 The bidder shall study carefully, specifications, schedule of quantities and conditions of the Bid documents to fully appreciate the scope of work before quoting his rates.
- 6.1.5 The bidder are advised to get acquainted with the proposed work and its site and also study the specifications and special conditions carefully before Biding. No claim of any sort shall be entertained on account of any site conditions and ignorance of specifications and special conditions.
- 6.1.6 The rates quoted by the bidder shall be taken as net and nothing extra shall be paid on any account i.e. royalty, cartage, sales tax and stacking at required places & working in restricted area etc.
- 6.1.7 The rates for different items of work shall apply for all heights and depths, leads and lifts unless otherwise specified in the agreement or specifications applicable to the agreement.
- 6.1.8 Any damage done by the contractor to any existing work during the course of execution of the work shall be made good by him at his own cost.
- 6.1.9 Material as approved by Engineer-in-Charge shall only be used. Only articles classified, as 'first quality' by the manufacturer shall be used unless otherwise specified. In case articles bearing ISI certification are not available in the market, quality of samples brought by the contractor shall be judged by standards laid down in the relevant CPWD specifications. The sample of materials to be brought to site for use in work shall be got approved from the Engineer-in-Charge before actual execution of work.
- 6.1.10 The rate for all items of work, shall unless otherwise clearly specified include cost of all labour, material and other inputs involved in the execution of the items.
- 6.1.11 The contractor shall submit a detailed programme of work within 07 days of the date of issue of letter of intent. Detailed programme should include all the time lines, cash flow, material procurement, manpower deployment.
- a) The Engineer-in-Charge can modify the programme and the Contractor shall have to work accordingly. During review of work progress, Engineer in Charge can ask to modify the programme. Contractor shall resubmit the modified programme in 2 days.
- b) The quantities of each item shall not be exceeded beyond the agreement quantities without prior permission of Engineer-in-Charge.



- 6.1.12 The Contractor shall make his own arrangement for getting the permission to ply the trucks from the traffic police.
- 6.1.13 No payment shall be made to the Contractor for any damage caused by rain, snow fall, floods or any other natural causes whatsoever during the execution of work. The damage caused to work shall have to be made good by the contractor at his own cost and no claim on this account shall be entertained.
- 6.1.14 Other agencies may also simultaneously be executing the work of electrification, Horticulture or external services and other building works for the same building along with this work. The contractor shall afford necessary facilities for the same and no claim in the matter shall be entertained. The Contractor shall especially co-ordinate with the other agency carrying out his work.
- 6.1.15 Some restrictions may be imposed by the security staff etc. on the working and or movement of labour and materials, etc., the Contractor shall be bound to follow all such restrictions / instructions and nothing shall be payable on this account.
- 6.1.16 The Contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of the work by storing materials on the road, VIP's corridor etc.
- 6.1.17 The Contractor shall be fully responsible for the safe custody of the material issued or brought by him to site for doing the work.
- 6.1.18 All tools and plants etc. required for work will be provided by the contractor at no extra cost and as per the actual requirement at site.
- 6.1.19 Testing of materials: -**
- i. The contractor shall arrange transportation of all tests samples including materials required for testing under the agreement to the laboratory as approved by the Engineer-in-Charge for which nothing extra shall be paid.
 - ii. All the testing charges for the samples sent to outside approved laboratories shall be borne by the contractor/ SAU in the manner indicated below:
 - a) By the contractor, if the results show that the material does not conform to relevant specifications and BIS codes or any other relevant code for which confirmatory test is carried out.
 - b) By the SAU, if the results show that the material confirms to relevant specifications and BIS codes or any other relevant code for which confirmatory test is carried out.
- 6.1.20 The contractor shall procure the required materials in advance so that there is sufficient time for testing of the materials and clearance of the same before use in the work. The contractor shall provide at his own cost suitable weighing and measuring arrangements at site for checking the weight / dimensions as may be necessary for execution of work. The sealed samples are to be handed over to the testing lab by contractor in the presence of Engineer-in-charge of work.
- 6.1.21 There may be any difference or discrepancy between the description of items as given in the schedule of quantities, specifications for individual items of work (including special conditions, particular specifications) and I.S. Codes etc., the following order of preference shall be observed.



- a) Description of items as given in Schedule of quantities/BOQ
- b) Particular Specifications / Technical Specifications
- c) Special Conditions
- d) Additional conditions
- e) CPWD Specifications.
- f) General Conditions of Contract for CPWD
- g) Indian Standards Specifications of B.I.S.
- h) General / Prevalent Industry Practice/ direction of Engineer In Charge.

Any reference made to any Indian Standard Specifications and other specifications mentioned in the respective items in these documents, shall imply to the latest version of that standard, including such revisions / amendments as issued by the Bureau of Indian Standards up to last date of receipt of Bids. The contractor shall keep at his own cost all such publications of relevant Indian Standards applicable to the work at site.

- 6.1.22 The malba /garbage generated at site due to construction activities shall be removed from the site immediately & shall be disposed off by the contractor to the approved dumping site identified by the Engineer-in-charge free of cost.
- 6.1.23 The contractor shall clean the site thoroughly of scaffolding materials, rubbish, equipment's left out of his work and dress/clean the site around the building to the complete satisfaction of the Engineer- in-charge before the work is treated as completed.
- 6.1.24 Maintenance of Register of Tests- All the registers of tests carried out at Construction Site or in outside laboratories shall be maintained by the contractor which shall be issued to the contractor by Engineer-in-Charge.
- 6.1.25 Maintenance of Material at Site (MAS) Register- All the MAS Registers shall be maintained by Contractor which shall be issued to the contractor by Engineer-in-Charge.
- 6.1.26 Contractor shall be responsible for safe custody of all the test registers.
- 6.1.27 The several documents forming the Bid are to be taken as mutually complementary to one another. Detailed drawings shall be followed in preference to small scale drawings and figured dimensions in preference to scale dimensions.
- 6.1.28 The Contractor(s) shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place. The stacking shall take place as per stacking plan however, if any change is required, the same shall be done with the approval of Engineer-in-Charge.
- 6.1.29 The Contractor shall bear all incidental charges for cartage, storage and safe custody of materials, if any as to those materials also arranged by the contractor.
- 6.1.30 PREVENTION OF NUISANCE AND POLUTION CONTROL; The contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the owners from pollutants like smoke, dust, noise. The contractor shall use such methodology and equipment so as to cause minimum environmental pollution of any kind during and minimum hindrance to road users or other services running adjacent/near vicinity. The contractor shall make good at his cost and to the satisfaction of the Engineer-in-Charge, any damage to roads, paths, drainage works, building, plumbing & sanitary pipeline



whatsoever caused due to the execution of the work or by work force thereon by the contractor. All waste or superfluous materials shall be carried away by the contractor, without any reservation, entirely to the satisfaction of the Engineer-in-Charge and disposed at designated place only. The Contractor shall take all precautions to abide by the environmental related restrictions imposed by any statutory body having jurisdiction in Delhi as well as prevent any pollution of streams, ravines, river bed and waterways

The contractor shall follow the guidelines of South Delhi Municipal Corporation, Delhi Pollution Control Board, National Green Tribunal and all other concerned government departments and statutory bodies regarding the above work.

- 6.1.31 Proper safety measure like safety belts, netting or barrier will be used by the Contractor for safe execution of work. Nothing extra shall be payable on this account. The Contractor shall maintain it during the complete period of execution and realign it if required, for execution of works. A suitable penalty/fine per day may be levied for not maintaining the above safety gadgets in good condition or breach of any of the above conditions as per the direction of Engineer-in-charge.
- 6.1.32 The Contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards in day and night. In case of any accident of labours /contractual staff the entire responsibility will rest on the part of the Contractor and any compensation under such circumstances, if becomes payable, shall be entirely borne by the contractor.
- 6.1.33 The contractor shall be responsible for the watch and ward/guard of the safety of all equipment, services provided by him against pilferage and breakage during the period of installations and thereafter till the work is physically handed over to SAU.

6.1.34 RESPONSIBILITY

- a) The Contractor shall protect and indemnify SAU and its officials & employees against any claim and /or liability arising out of violations of any such laws, ordinances, orders, decrees, by himself or by his employees or his authorized representatives. Nothing extra shall be payable on these accounts.
- b) The Contractor shall assume all liability, financial or otherwise in connection with this contract and shall protect and indemnify SAU from any and all damages and claims that may arise on any account.
- c) The Contractor shall be responsible for any liability imposed by law for any damage to the Work or any part thereof or to any of the materials or other things used in performing the Work or for injury to any person or persons or any property damage in or based under Work limit.

6.1.35 SUPERVISION OF WORK

The Contractor shall depute Supervisor & skilled workers as required for the work. He shall submit organization chart along with details of supervisory staff. It shall be ensured that all decision making powers shall be available to the representatives of the Contractor.



6.1.36 RATES: The rates quoted by the Contractor are deemed to be inclusive of;

- a. The site clearance, setting out work, taking spot levels, location assessment survey with, all safety and protection devices, compulsory use of helmet and safety shoes, and other appropriate safety gadgets by workers, imparting continuous training for all the workers, barriers, preparatory works, working during monsoon or odd season, working beyond normal hours, working at all depths, height, lead, lift, levels and location, implementation of green building norms and any other unforeseen but essential incidental works required to complete this work. Nothing extra shall be payable on this account and no extension of time for completion of work shall be granted on these accounts.
- b. Unless otherwise specified in the schedule of quantities, the rates for all items of work shall be considered as inclusive, for which no extra payment shall be made. This shall also include water encountered from any source such as rains water pipe, soil pipe and/or due to any other cause whatsoever.
- c. The rates for all items of work, shall unless clearly specified otherwise, include cost of all operations and all inputs of labour, material, T & P, wastages, watch and ward, all incidental charges, all taxes, cess, duties, levies etc. except GST, required for execution of the work except which are exempted as specified in the Bid documents.
- d. **Taxes:** The South Asian University is an Inter-Governmental Organization established by the SAARC (South Asian Association for Regional Co-operation) Nations and has been extended the Privileges and Immunities under Section „3“ of the United Nations (Privileges and Immunities) Act, 1947 by the Government of India. The University is exempted from paying and collecting all Direct and Indirect Taxes in India. The contractor / agency therefore advised to settle his tax liability accordingly.

In terms of Article 4(1) of the Agreement among SAARC Nations for establishment of South Asian University, "the (South Asian) University and its campuses and centers shall be exempted, in the state where they are located, from paying and from collecting all direct and indirect forms of taxes and duties for the establishment and operations of the University". In terms of Section-3 of the South Asian University Act 2008 (Act No. 8 of 2009) passed by the Parliament of the Republic of India, notwithstanding anything contrary contained in any other law, the provisions of the above referred Agreement among SAARC Nations for establishment of South Asian University shall have the force of law in India.

e. Goods and Services Tax (GST):

- a. SAU is entitled by Govt. of India for reimbursement of GST paid to the contractors to give effect to tax exemption status of the South Asian University for the work of its campus at Maidan Garhi, New Delhi-110068
- b. The estimated rates in SOQ are as per prevailing market rates/DSR 2023 but without GST. The agency may quote their rates without GST. Contractor has to pay GST as per applicable rates and he will be paid for the same by SAU.
- c. As Goods and Services Tax (GST) is reimbursable to SAU, the Contractor shall mention UIN no; 0717UNO00175UNQ in all invoices raised to SAU. The invoice should be in conformity with the various provisions of respective GST Act.
- d. The agency shall file GST returns in a timely manner so that the GST reimbursement claims of SAU are not being dishonored. If this happens the amount will be deducted from the dues of the Contractor.



e. **Labour Cess;** Labour Cess shall not be deducted from the value of work done

6.1.37 **ELECTRICITY;** Contractor shall make his own arrangement for electricity. Nothing extra shall be paid for this account. In case of difficulty in obtaining an electricity connection from independent source (BSES), the agency may request SAU to provide electricity connection from SAU on payment basis through sub meter as per actual consumption on BSES rates prevailing at that time. Alternatively, the power will be supplied by SAU and recovery shall be made @ 1% of gross value of work.

6.1.38 **Water;** No deduction will be made for water as detailed at 6.3.19.

6.1.39 CLEANLINESS OF SITE

- a) The contractor shall take instructions from the Engineer- In Charge regarding collection and stacking of material at any place. No wastage/material shall be stacked on areas like other buildings, roads, services, approach roads etc.



6.1A Special Conditions to Comply Directives of Hon'ble National Green Tribunal /DPCC / and EIA Guidance Manual

- 6.1A.1 The contractor shall not store/dump construction material or debris on metalled road.
- 6.1A.2 The contractor shall get prior approval from Engineer-in-Charge for the area where the construction material or debris can be stored beyond the metalled road. This area shall not cause any obstruction to the free flow of traffic/inconvenience to the pedestrians. It should be ensured by the contractor that no accidents occur on account of such permissible storage.
- 6.1A.3 The contractor shall ensure that all the trucks or vehicles of any kind which are used for work purposes/or are carrying construction material like cement, sand, paint and other allied material are fully covered. The contractor shall take every necessary precaution that the vehicles are properly cleaned and dust free to ensure that en-route their destination, the dust, sand or any other particles are not released in air/contaminate air.
- 6.1A.4 The contractor shall provide mask to every worker working on the construction site and involved in loading, unloading and carriage of construction material and construction debris to prevent inhalation of dust particles.
- 6.1A.5 The contractor shall provide all medical help, investigation and treatment to the workers involved in the construction of building and carry of construction material and debris relating to dust emission.
- 6.1A.6 The contractor shall ensure that C&D waste is transported to the C & D Waste site only and due record shall be maintained by the contractor.
- 6.1A.7 The contractor shall comply all the preventive and protective environmental steps as stated in the MoEF guidelines, 2010.
- 6.1A.8 The contractor shall use vehicles having pollution under control certificate. The emissions can be reduced by a large extent by reducing the speed of a vehicle to 20 kmph. Speed bumps shall be used to ensure speed reduction. In cases where speed reduction cannot effectively reduce fugitive dust, the contractor shall divert traffic to nearby paved areas.
- 6.1A.9 The contractor shall ensure that the construction material is covered by tarpaulin. The contractor shall take all other precaution to ensure that no dust particles are permitted to pollute air quality as a result of such storage.
- 6.1A.10 Health and safety norms of CPWD (as given in the GCC) should be followed during the work.
- 6.1A.11 Proper measures should be adopted to control dust emissions during work.
- 6.1A.12 Ambient noise levels should conform to prescribed residential standards both during day and night hours. Adequate measures should be made to reduce ambient air and noise level during work and operation phase. So as to conform to the norms stipulated by CPCB/DPCC. Ambient air and noise monitoring should be done by an accredited lab and data should be submitted along with compliance report in every six months.

- 6.1A.13 Advanced equipment may be used to minimize the pollution.
- 6.1A.14 Health and safety norms of CPWD (as given in the GCC) should be followed during the Horticulture, landscaping Irrigation maintenance work
- 6.1A.15 Proper measures should be adopted to control dust emissions during Horticulture and landscaping work phase by providing adequate numbers of water sprinklers.
- 6.1A.16 Soil and water samples of the site should be tested by the Project Proponent from any laboratory recognized by MOEF/DPCC to ascertain that there is no threat to ground water quality by leaching of contaminants, on quarterly basis for inclusion in the six monthly reports.
- 6.1A.17 Vehicles hired for bringing material for the work to the site should be in good condition, have pollution check certificate, and conform to applicable air & noise emission standards. These vehicles should be operated only during non-peak hours. The material loaded or unloaded should be covered (especially sand, excavated soil, etc.) before transportation to avoid fugitive emissions, air pollution etc.
- 6.1A.18 Relevant requirements of applicable GRIHA LD 5 STAR rating should be followed.
- 6.1A.19 Regular supervision of the above and other measures for monitoring should be in place all through the work phase, so as to avoid disturbance to others.
- 6.1A.20 Officials from Ministry of Environment & Forests, Regional Office, Chandigarh and Delhi Pollution Control Committee, who would be monitoring the implementation of environmental safeguards, should be given full co-operation to inspect the facilities and documents/data on site during their site inspection. As and if be required, monitoring reports shall be prepared and submitted to Ministry of Environment & Forests, Regional Office Chandigarh & also to DPCC, Delhi.
- 6.1A.21 Failure to adhere to any of the above mentioned items, shall be deemed as a violation of contract and the contractor shall be held liable for penalty as per terms of the agreement/law.

NOTE: - Failure to adhere to any of the above mentioned items, shall be deemed as a violation of contract and the contractor shall be held liable for penalty as per terms of the agreement.



6.2. PARTICULAR SPECIFICATIONS – HORTICULTURE, LANDSCAPE & MAINTENANCE WORK

6.2.1 Scope

- a) The contractor shall provide all horticultural operations and services specified in the drawing, schedule of quantities as specified herein or both, including all material, Labour, Equipment, Services and Transport for all plant material, Plants, preparation of final planting locations, planting, Intercultural operations, spraying before planting, pest control of plants etc.
- b) Supply and planting of healthy specified Trees, Palms and Cycads, Shrubs, Climbers, Hedges, Ground Covers etc as specified in SOQ, supply of River Sand, Compost Manure. Spreading the media, mixing in the desired proportion, surface preparation etc complete.
- c) Maintenance includes supply of all manure, fertilizers, insecticides, fungicides and plants and other horticulture items required during this period.
- d) Specifically, the scope includes supplying suitable quantity of manure and sand, mixing of media for filling, compacting etc., to achieve slopes / gradient towards road edge, drain etc.

6.2.2. Conditions

- a) The contractor shall be responsible to keep all materials including, plants, manure etc. in his safe custody and in the event of their breakage, damage, misplacement or pilferage/ theft; he shall be responsible to make good without any extra cost.
- b) All incidental items not shown or specified but reasonably employed or found necessary for successful completion of the work shall be provided by the agency at his own cost.
- c) The plants supplied by the contractor should be of prescribed height & specification and of assorted variety as given in the SOQ and shall be vigorous, healthy, free from diseases, pest and properly packed with proper flagging and should be from reputed nursery duly approved by PMC/SAU.
- d) The samples of the Tree Sapling, Shrubs, Climbers, Hedges, Ground Covers etc and other material i.e sand, manure shall be got approved from the Consultant/ Engineer -in-Charge before procurement and execution of the work.
- e) All *Malis* and labours should have necessary tools with them for the proper discharge of their duties.
- f) **No's of existing trees shall be counted and handed over on start of work. The agency must ensure survival of all trees and shrubs. In Case of mortality of tree plants, shrubs, climbers, ground covers etc, the plants of same species, height and quality shall be replaced by the contractor at his own cost.**
- g) On roadside plantation berms should be neatly dressed and free from garden waste/ rubbish and self-grown weeds.
- h) Tree shall be straight height/length as specified in the schedule of items and symmetrical with a crown and having a persistent main stem. The size of the crown shall be in proportion to the height of trees.
- i) Small Trees and Shrubs are formed with a crown typical of the species and variety.

- j) All the numbers of plant material may vary according to site condition and final number of plant material executed only, will be taken into account for billing & payment.
- k) The contractor will have to keep plantation area absolutely clean by sweeping and lifting away garbage on regular basis. The contractor will have to segregate the garbage into decomposable & non decomposable on site. The collected garbage, dry leaves, twigs etc. should be chopped & converted into manure in compost bins in a scientific manner, i.e. by adding bacterial culture or appropriate chemicals to the same. However nothing extra will be payable on this account.
- l) The contractor has to get satisfactory report from SAU/Consultant with respect to quality and quantity of soil, manure, fertilizers, pesticides etc. prior to application on site.
- m) Contractor will be responsible for application of rodenticides & insecticides (systemic insecticide, Micro nutrient spray, fungicide, phorate / thimite, termiticide) both on monthly intervals during maintenance period. Regular works like trimming, pruning, chopping of branches should be carried out as and when required. Plants, if found either wilted or in a deceased condition shall be replaced with a new saplings of respective variety during the period of maintenance period, without any additional payment
- n) All the required machinery/equipment's/water lorry for maintenance of manure yard premises should be procured/hired by the Bidder for execution of the work.
- o) Contractor shall use recycled or the treated sewage water available to the possible extent by using their own water lorry/pipeline. The contractor will be responsible for all kind of damage or theft of property/damages through animal's or trespassers and will be bound to restore the same within a period of week.

6.2.3. General Requirement of trees/ Plants /Shrubs etc

- a) All Plants shall be typical of their species and variety, well-developed branches, and well foliated with fibrous root system.
- b) The trees/ Plants/shrubs etc. should be free from all pest, defects, injuries, damages and diseases and be very healthy and vigorous growth as specified in the Schedule of Quantity. The main stem or trunk should be strong up to the required height. The Plants should be true to the variety and should be tagged.
- c) All Trees, soon after planting, shall be properly supported with stakes made of Casuarina or Bamboo sticks to ensure their safety against wind or any other factor, which may affect it adversely. Protection for plants, trees, shrubs, grass wherever required in form of temporary barricading, bamboo hedge etc. shall be provided by the contractor
- d) **Root System:** The root system of all plant used shall be conducive to successful transplantation at site. Where necessary the root-ball shall be preserved by support with hessian or any other suitable materials.
- e) Torn or lacerated roots shall be pruned before dispatch. No roots shall be subjected to adverse conditions such as prolonged exposure to heat or drying winds, or water logging-between uprooting and replanting.
- f) **Supply and substitution:** Upon submission of evidence that certain materials including plant materials are not available at the time of execution of the contract, the contractor shall be permitted to substitute other materials and plants with a proportional reworking of price. All



substitutions shall be of the nearest equivalent species and variety to the original specified and shall be subject to approval by the Landscape Consultant & Engineer-in-Charge.

- g) In case of plants supplied with moss stick. it should be made of plastic pipe and covered with plants.
- h) **Manure** – Good Compost Manure shall be brought from stocks and spread evenly. It shall be spread with a twisting motion to avoid aggregation and to ensure that spreading is uniform over the entire area.
- i) **Mixing of Good Earth, Compost Manure and Fertilizer** – The stocked Earth shall before mixing is broken down to particles of size not exceeding 6mm, in any direction. Good earth shall be thoroughly mixed with Compost Manure and Fertilizer in specified proportion as described in the items or as directed by the Engineer-in-Charge.

6.2.4. Maintenance

- a) Maintenance will cover irrigation and the general care of the plant material including all necessary consumables.
- b) Maintenance as part of the contract is to ensure that the plant material are growing, healthy, and without disease. If any plant dies due to neglect or poor maintenance, the contractor will be held responsible for the replacement of plants free of cost. The replacement will include cost of plant, labour, materials and transportation etc complete.
- c) The contractor shall record and inform the client of any damage to plant materials due to causes beyond his control such as the digging of the soil for services and dumping of materials by other agency..
- d) Any multiplication of plants during the contract period will belong to the client will be kept on the site for replacement and use in future phases.
- e) Trees: Necessary support of adequate strength shall be provided for trees wherever required, to protect it from strong winds and to ensure straight growth of the tree.
- f) Ground cover:
 - i. Between each watering, the soil in the areas planted with ground covers is to be thoroughly hoed to loosed and aerate the soil. Weeds should be removed as soon as they appear.
 - ii. Pruning or trimming of herbaceous ground covers is to be undertaken on a regular basis to reduce the density of the cover and to control the spreading of the plants from within their established boundaries.
 - iii. In addition, thinning will be done to remove growth that is injured or weak or showing signs of lanky and unhealthy growth. The intensity of trimming required will vary for each species. Plants that are infested with pests should be removed as soon as they are observed.
 - iv. Foliage and flowering ground covers shall be maintained on the same basis as during the guarantee period.

g) Lawn:

Besides regular mowing, weeding, fertilizing and rolling at least once a year (preferably before the rains) the lawn surface should be raked or scarified well to break up old roots and aerate the surface of the soil.

The surface of the soil should then be top-dressed with well-decomposed Compost manure and sand to stimulate new growth. In addition, if hard crust forms on the soil, the ground will have to be broken with a spiked hammer to loosen the surface for aeration.

- h) During maintenance period, all plants etc. should be properly looked after i.e. complete watering, feeding, pruning, weeding, hoeing, staking etc. in proper way and to the satisfaction of Engineer-in-Charge. Maintenance to include the following minimum operations/ items:
- i. **Removal of Weeds & Hoeing:** To be carried out on a regular basis, i.e. a minimum of once / twice in a week based on the need. Hoeing is to be carried out when the soil is dry.
 - ii. **Watering:** The watering to all plantations should be carried out on alternate days in winter season, on daily basis in summer season & as per requirements in monsoon season for each and every kind of plantation
 - iii. **Pruning:** If the plant develops too many shoots or grows lanky, tall and weak, it is essential to retain the leader in most situations and maintain only healthy shoots and remove injured, dead and subsidiary shoots causing overlapping and over crowding. Pruning should be done with a pruning knife or saw and to prevent infection, the open wounds should be tarred. However, over and unnecessary pruning should be avoided, as every tree/plant has its natural crown and symmetry, which should be maintained.
 - iv. **Pest Control & Fertilizers Application:** Plants are to be treated once a month, or more frequently as the need arises with organic pesticides and fertilizers (unless unavoidable) for better growth. Diseased plants are to be treated / replaced immediately to prevent spreading of the pest to adjacent plants.
- i) Lawn mowers, hoses and any other heavy duty items and all hand tools, insecticides, sprayers, portable sprinklers, pesticides, fertilizer, Compost manure, etc., to be provided by the Contractor during the maintenance period with no additional cost to SAU.
- j) During the maintenance period, any irregularities arising in ground levels due to watering or due to trampling by labor or due to cattle straying thereon, shall be constantly made up to the proper levels with earth as available or brought from outside as necessary.
- k) **Regular Cleaning of Plantation area :** During the entire period of maintenance, the contractor will keep the site in a tidy, neat and clean condition, free from garbage/ rubbish to the satisfaction of the and the Engineer in Charge. The contractor will have to keep plantation area absolutely clean by sweeping and lifting away garbage on regular basis. The contractor will have to segregate the garbage into decomposable & non decomposable on site. The collected garbage, dry leaves, twigs etc. should be chopped & converted into manure in compost bins in a scientific manner, i.e. by adding bacterial culture or appropriate chemicals to the same. However nothing extra will be payable on this account.
- l) All input to be utilized for site maintenance should be recorded and applied after prior intimation to authorized representative to SAU
- m) The contractor should provide well experienced Gardeners/ Malis and Supervisors for carrying out essential maintenance work. SAU reserves the right to direct the contractor to replace any or all of the employees of the Bidder on account of poor performance, unqualified staff, in case of any complaint of misbehavior or misconduct.
- n) No employee / staff shall be permitting to stay in night without specified work/ prior permission.



- o) The staff deployed for plantation and maintenance work must have good knowledge about horticulture works operations like Trees maintenance etc. and the Supervisor should be well behaved, experienced and qualified to communicate with the occupants, staff and officers.
- p) All Malis and labours should have necessary tools with them for the proper discharge of their duties.
- q) All the engaged workers are to be equipped with photo identity cards issued by the contractor and will maintain their particulars (i.e. Name, Father's Name, Local Address and permanent address and police verification etc.). A copy of the same will be provided to the SAU. The expenditure on this account will be borne by contractor and nothing extra will be paid for it.
- r) The contractor shall furnish a list of manpower with description to be deployed for maintenance work prior to start of the work and shall notify the charges in them from time to time.
- s) The contractor has to provide comprehensive maintenance to all tree/plants/shrubs/ground covers/lawn etc adhering the conditions given in the these documents by providing supervisors, malis, beldars etc. for weeding, hoeing, removal of grass, providing anti termite treatment watering including watch and ward tools plants manure, fertilizers etc complete. The agency shall deploy the following minimum manpower (for 9 Hours duty including one hour lunch for 26 days a month) for the maintenance work, however the agency may require to deploy more numbers to ensure the compliance of other condition of contract and proper maintenance work, nothing extra will be paid except the quoted rates under SOQ. The timing of the shift/working may be changed at any time by the SAU.

t)

Minimum Manpower for Maintenance Works				
Sr. No	Category	Nos per day	Experience	Recovery in case of non-availability at site
A	Gardner (Malli)			
	During entire Contract period	25 Nos	Gardner	Rs. 25,000/- per month
B	Supervisor (Horticulture)			
	During entire Contract period	1 no	BSc in Horticulture or equivalent with 5yrs of field experience in similar works	Rs. 40,000/- per month

a

- u) If the contractor fails to provide/ deploy/ maintain the minimum manpower (No. of Malis, supervision) as per condition of contract, suitable deduction will be made for the shortfall as compensation for non-deployment/ less deployment & it will not amount as penalty. The agency can depute relievers during absence of Mali having same experience



6.2.5. Maintenance of irrigation system: The agency will send the qualified experienced plumber with helper for one day in every two weeks for checking, inspection and maintenance of irrigation lines. The cost of minor petty items like thread, taplon tape etc. tools and plants, keys and spanner required for maintenance of system. The prior information and coordination with site team is required.

6.2.6 Cleaning and Handover

Upon completion of maintenance work the contractor shall leave the site in a tidy condition, free from garbage/ rubbish and surplus excavated materials to the satisfaction of the and the Engineer in Charge.



6.3 ADDITIONAL CONDITIONS:

- 6.3.1 These additional conditions of contract shall be read along with the general and special conditions of contract, Schedule of Quantities, Particular Specifications, Drawings and other documents relating to the work
- 6.3.2 The staff deployed for horticulture work must have good knowledge about horticulture works operations like hedge cutting, lawn mowing, planting of trees/seedlings, lawn maintenance; plants maintenance etc. and the Supervisor should be well behaved, experienced and qualified to communicate with the occupants, staff and officers.
- 6.3.3 All the T&P, related spare parts, its repairing, fuel, flexible hosepipe, hessian cloth, brooms etc. required for maintenance shall be arranged by the contractor at his own cost, noting extra will be paid.
- 6.3.4 The contractor will be responsible for police verification of the labour & permission of vehicles deployed for the execution of work. They have to follow all the relevant security norms/guidelines of the concerned Department.
- 6.3.5 All the engaged workers are to be equipped with photo identity cards issued by the contractor and contractor will maintain their particulars (i.e. Name, Father's Name, Local Address and permanent address and police verification etc.). A copy of the same will be provided to the SAU. The expenditure on this account will be borne by contractor and nothing will be reimbursed for it.
- 6.3.6 In order to ensure the suitability of good earth available at site for horticulture purpose, lab test will be required for good earth to be used. This will be done through SAU approved laboratory. SAU will bear the testing charges, rest will be arranged by the contractor.
- 6.3.7 The supply will be taken at site of work. The quantities may be increased or decreased as per actual requirements at site. Good earth and manure used for filling the pots/poly bags should be free from any inert material and mixed to proper ratio.
- 6.3.8 Pots/Poly bags used for planting the Plants should be proper in size, with good quality and without any damages.
- 6.3.9 There should be proper drainage in pots for Plants i.e. there should be no stagnation of water in the pots.
- 6.3.10 The height of the plant will be measured from top of the pots/bags.
- 6.3.11 The contractor will supply the tree plants, shrubs, climbers, ground covers etc in phased manner according to the progress of preparation at site for plantation and as per pre-approved supplying plan by SAU.
- 6.3.12 Since this work is Landscaping maintenance, therefore cannot be suspended even for one day after starting the work. The Engineer-in-charge have liberty to forfeit



earnest money & performance guarantee deposited by the agency, after one day notice through site order book, on the eve of suspension of work.

- 6.3.13 No area shall be provided for labour hutments within SAU Campus.
- 6.3.14 **Nursery:** The contractor shall set-up and maintain a nursery on site at his own cost for safely stacking sand, manure, tools, plants and other equipment required for undertaking the works, replenishment as required for ongoing and maintenance work. An area of approximately upto 500 sqm. shall be provided by the SAU on site for setting up of the Nursery. All arrangements for barricading, safety and security of the Nursery shall be responsibility of the contractor. Prior approval of Layout plan and location for the nursery shall be obtained from PA. Nothing extra shall be paid for this.
- 6.3.15 Contractor shall provide name, father's name, residential address and other details i/c photo as may be required by the security staff for issue of photo pass to the labour deployed on work. The Department shall arrange only passes for getting into the building only, if required.
- 6.3.16 The contractor shall be responsible for behavior and conduct of his workers. No worker with doubtful integrity or having a bad record shall be engaged at site of work by the contractor.
- 6.3.17 **The item of supply of plants, shrubs etc. has been taken in contract, these will be planted by the malis / Gardeners deployed under maintenance and no extra payment shall be made on this account except given in the BOQ.**
- 6.3.18 **Safety Practices;**
Warning/ Caution Boards: All temporary warning / caution boards / glow signage display such as "Horticulture and landscaping work in Progress", "Keep Away", "No Parking", Diversions & protective Barricades etc. shall be provided and displayed during day time by the Contractor, wherever required and as directed by the Engineer-in- Charge.
- 6.3.19 **Water**
The university is intending to use recycled/ water received from Sewage Treatment Plant (STP) for Horticulture, Landscape and maintenance work. For maintenance of landscape work, SAU shall provide recycled water through the network of already laid pipe line as shown in the drawing (irrigation plan) and no water charges shall be deducted from the bill of contractor.
- 6.3.20 Contractor shall use the diesel / petrol lawn movers required for maintenance of lawns etc.

- 6.3.21 All material shall only be brought at site as per program finalized with the Engineer-in-Charge. Any pre-delivery of the material not required for immediate consumption shall not be paid for.
- 6.3.22 **Preserve and Protect Existing Landscape work:** The contractor shall ensure that no trees, existing or otherwise, shall be harmed and damage to roots should be prevented during working, driving or parking equipment, vehicle, dumping of trash, and other materials detrimental to plant health. These activities should be restricted to the areas outside of the canopy of the tree, or, from a safe distance from the tree/plant by means of barricading. Trees will not be used for support; their trunks shall not be damaged by cutting and carving or by nailing posters, advertisements or other material. Lighting of fires or carrying out heat or gas emitting work activity within the ground, covered by canopy of the tree is not to be permitted.
- i. The contractor shall take steps to protect trees or saplings identified for preservation within the work site using tree guards of approved specification.
 - ii. Contractor should limit all Horticulture and landscaping work activity within the specified area as per the Horticulture and landscaping work Management Plan approved by Engineer in Charge.
 - iii. The contractor shall avoid cut and fill in the root zones, through delineating and fencing the drip line (the spread limit of a canopy projected on the ground) of all the trees or group of trees. Separate the zones of movement of equipment, parking, or excessive foot traffic from the fenced plant protection zones.
 - iv. The contractor shall ensure that maintenance activities during Horticulture, landscaping and irrigation work period shall be performed as needed to ensure that the vegetation remains healthy.
- 6.3.23 Facility to workers;
- I. The contractor shall provide potable water for all workers.
 - II. The Contractor/agency shall provide proper uniform to the workers with half jacket (fluorescent material) during construction works; Design to be got approved from PA/SAU, nothing shall be paid to the agency on this account.
 - III. **The contractor shall provide proper uniform to its maintenance staff which bears the name of agency and SAU (Gardner) prominently. The uniform dress should be neat and clean. All personnel should be in uniforms during the duty hours. Failing which penalty @ 50 per worker per day shall be deducted from the bill.**
- 6.3.25 While executing the work, the contractor shall ensure that existing services on the site, civil work and fittings are not damaged; the same shall be set right at no extra cost to the owner if it is damaged.
- 6.3.26 All the required machinery/equipment's/water lorry for work / maintenance of manure yard premises should be procured/hired by the Bidder for execution of the



work.

- 6.3.27 The trucks carrying soil, sand, manure, sludge and cow dung etc. should be duly covered to avoid spilling.
- 6.3.28 The contractor shall at all times during work and during maintenance keep the premises free from accumulated waste material or rubbish caused by his employee on the work and on completion of the work he shall clear away whole site. He will leave the whole site and works clear in a professional/work man like manner. Nothing extra shall be paid to the contractor for this clearing up.



7.0 PART C
SCHEDULE OF QUANTITIES



FINANCIAL BID



Name of work: UPKEEP AND MAINTENANCE OF LANDSCAPE, HORTICULTURE AND IRRIGATION WORKS AT SOUTH ASIAN UNIVERSITY(SAU) CAMPUS, MAIDANGARHI, NEW DELHI 110068..

OVERALL ABSTRACT OF SCHEDULES A, B, C		
S.No.	Description of Work	Amount (Rs.)
1	SCHEDULE A - DSR 2018 ITEMS	₹ 14,50,694
2	SCHEDULE B - NON DSR ITEMS	₹ 8,68,956
3	SCHEDULE C - MAINTENANCE WORKS	₹ 76,32,833
TOTAL		₹ 99,52,483
Percentage quoted by the tenderer above/below/at Par of the Total Amount (in %) in figures		
Percentage quoted by the tenderer above/below/at Par of the Total Amount (in %) in words		
Total Quoted Amount in Figures (in Rs.)		
Total Quoted Amount in Words		
*GST extra as applicable		
Note: 1) The coontract can be extended for another period of one year or more based on performance of contractor on same rates terms and conditions on mutual consent of both the parties i.e SAU and contractor.		

Authorised Signatory of Bidder
(with Company Seal)



SCHEDULE A						
HORTICULTURE AND LANDSCAPE WORK (DSR 2018)						
Sl. No.	DSR Item No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
1	DSR Item no	Supply of Trees/Shrubs/ Plants/Creepers & Climbers/Grasses / ground covers/Potted plants etc.				
		Supplying at site healthy, disease free and well developed Trees/Shrubs/ Plants/Creepers & Climbers/Grasses / ground covers/Potted plants etc. of the prescribed height and spread as per detail below, including cost of transportation, loading and unloading and providing the required intermittent care in the course of transportation and up to plantation. Plants to be supplied in polybag/HDPE bag/ earthen pot of suitable size				
A		TREES				
1	7.3	SIRIS - Providing and stacking of Albizzia lebbek of height 150-165 cm. in bag of size 25 cm as per direction of the officer-in-charge.	5	Nos	55.08	275
2	7.5	NEEM - Providing and stacking of Azadirachta indica (Neem) of height 120-130cm in big polybag of size 25 cm as per direction of the officer-in-charge.	25	Nos	55.08	1377
3	7.8	PURPLE BAUHINIA - Providing and stacking of Bauhinia purpurea (Kachnar) of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	10	Nos	42.37	424
4	7.7	KACHNAR - Providing and stacking of Bauhinia variegata (Kachnar) of height 120-150 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	10	Nos	67.80	678
5	7.9	SILK COTTON - Providing and stacking of Bombax ceiba of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	5	Nos	59.32	297
6	7.16	AMALTAS - Providing and stacking of Cassia fistula (Amaltash) of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	10	Nos	55.08	551
7	7.2	BARNA - Providing and stacking of Adansonia digitata (kalp vricksh) of ht 150-165 cm in bag size of 25 cm as per direction of the officer-in-charge.	15	Nos	224.58	3369
8	7.23	SHISHAM - Providing and stacking of Dalbergia sissoo (Seasam) of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	5	Nos	46.61	233
9	7.24	GULMOHAR - Providing and stacking of Delonix regia (Gulmohar) of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	5	no's	50.85	254
10	7.30	KRISHNA FIG - Providing and stacking of Ficus bengalensis krishna of height 75-90 cm., multibranched in earthen pots of size 30 cm as per direction of the officer-in-charge.	5	Nos	101.69	508
11	7.6	MAHUA - Providing and stacking of Bassia latifolia (Mahua) of height 90-105 cm. in big polybag of size 25 cm as per direction of the officer-in-charge.	10	Nos	55.08	551
12	7.53	MANGO - Providing and stacking of Mangifera indica (Mango-grafted) of height 60-75 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	30	Nos	46.61	1398
13	7.57	INDIAN CORK TREE - Providing and stacking of Millingtonia hortensis of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	10	Nos	59.32	593

Sl. No.	DSR Item No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
1.4	7.64	AMLA - Providing and stacking of Banaras (grafted) <i>Phyllanthus emblica</i> (Amla) of height 150-165 cm. in Big HDPE Bag as per direction of the officer-in-charge.	5	Nos	76.27	381
		Total	150			
B SHRUBS						
1.0	8.2	BAUHINIA -Providing and stacking of <i>Bauhinia tomentosa</i> (yellow) of height 60-75 cm. in earthen pots of size 20 cm as per direction of the officer-in-charge	200	Nos	38.14	7627
2.0	8.37	HIBISCUS - Providing and stacking of <i>Hibiscus rosasinensis</i> (White,Pink and Red) of height 90-105 cm., bushy in big size HDPE bag as per direction of the officer-in-charge.	100	Nos	76.27	7627
3.0	8.50	KANER PINK TALL -Providing and stacking of <i>Nerium oleander</i> (kaner) of height 60-75 cm. with 5-6 branches in poly bags of size 25 cm as per direction of the officer-in-charge.	100	Nos	33.90	3390
4.0	8.51	KANER DWARF WHITE - Providing and stacking of <i>Nerium oleander</i> (kaner) dwarf of height 30-40 cm. in earthen pot of size 20 cm as per direction of the officer-in-charge.	100	Nos	33.90	3390
5.0	7.71	Providing and stacking of <i>Plumeria alba</i> dwarf dwarf of height 90-105 cm. with 3-4 branches and thick stem in big size HDPE bags as per direction of the officer-in-charge.	20	No'S	635.59	12712
6.0	7.72	Providing and stacking of <i>Plumeria rubra</i> of height 120-150 cm. with 3-4 branches and thick stem in big size HDPE bags as per direction of the officer-in-charge.	20	No'S	338.98	6780
7.0	5.11	Providing and Displaying <i>Bismarckia</i> Palm 115 to 180 cm ht., well developed 12 and above good color fresh and healthy leaves in 40 cm Cement Pot as per direction of the officer-in-charge.	7	No'S	1641.74	11492
			547			
C DISPLAYING OF DECORATIVE FOLIAGE PLANTS						
1.0	3.26	GOOD LUCK PALM - Providing and displaying of <i>Chamaedorea elegans</i> palm plant, having ht. 60 cm to 75 cm, well developed with fresh and healthy leaves in 25 cm size of Earthen pot/Plastic pot . & as per direction of the officer-in-charge.	100	Nos	91.23	9123
2.0	3.19	ARECA PALM - Providing and displaying of <i>Areca</i> Palm plant, having ht. 1.20 m to 1.50 m with 5 to 6 suckers, well developed, fresh and healthy with lush green foliage in 25 cm size of Earthen pot/Plastic pot & as per direction of the officer-in-charge.	200	Nos	143.35	28669
3.0	3.75	RHAPIS PALM - Providing and displaying of <i>Raphes</i> palm having ht. 45 cm to 60 cm with 5 to 7 suckers, well developed, full of fresh and healthy leaves in 25 cm size of Earthen pot/Plastic pot & as per direction of the officer-in-charge.	50	Nos	156.36	7818
4.0	3.13	Providing and displaying of <i>Araucaria cookie</i> having ht. 60 cm to 75 cm, straight, well developed, fresh and healthy with lush green leaves from bottom to top in 20 cm size of Earthen pot/Plastic pot. & as per direction of the officer-in-charge.	20	No'S	159.83	3197



Sl. No.	DSR Item No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
5.0	3.59	Providing and displaying of Money PLANT Broad Leaves mounted on moss stick 90 cm ht., 3 to 4 s in each pot, well developed with full of fresh & healthy leaves in size of 25 cm Top dia x 18 cm Bottom dia x 25 cm Perpendicular height Earthen pot/Plastic pot, & as per direction of the officer-in-charge.	75	No'S	156.36	11727
6.0	3.66	Providing and displaying of Philodendron Oxycodum Golden Colour Mounted on moss stick 90 cm ht., having 3 s placed at equal distance, well developed with full of fresh & healthy leaves in 25 cm Top dia x 18 cm Bottom dia x 25 cm Perpendicular height Earthen pot/Plastic pot & as per direction of the officer-in-charge.	75	No'S	145.93	10945
7.0	3.44	Providing and displaying of Dracaena Song of India (three in one), having ht. 30 cm and above, multibranched, well developed with fresh and healthy leaves in 25 cm size of Earthen pot/Plastic pot & as per direction of the officer-in-charge.	50	No'S	95.55	4778
8.0	3.81	Providing and displaying of Seafartha Palm having ht. 90 cm to 1.20 m with 6-8 suckers, well developed, fresh and healthy lush green leaves from bottom to top in 20 cm size of Earthen pot/Plastic pot & as per direction of the officer-in-charge.	50	No's	304.03	15201
9.0	3.3	Providing and displaying of Chamaedorea elegans palm having ht. 60 cm to 75 cm, well developed with fresh and healthy leaves in 25 cm size of Earthen pot/Plastic pot. & as per direction of the officer-in-charge.	50	No's	91.23	4561
10.0	5.12	Providing and Displaying Bougainvillea named variety, Sobhra, Thima, Marry palmar, Cherry Blossom etc. well developed with fresh & healthy bushy plant in full bloom 75 to 90 cm ht. in 40 cm Cement Pot as per direction of the officer-in-charge.	50	No's	273.64	13682
11.0	5.32	Providing and Displaying Furcaria Variegated hybrid well developed with fresh & healthy foliage 20 and above attractive leaves in 35 cm Cement Pot as per direction of the officer-in-charge.	20	No's	382.20	7644
D GROUND COVERS						
3.0	6.7	Providing and stacking of Clerodendrum inerme of ht. 20 cm to 30 cm multi branched in 15 cm size of Earthen Pot/Plastic Pot & as per direction of the officer-in-charge.	2500	each	17.37	43432
E Grouped/ornamental						
1.0	5.7	Buddha Belly Bamboo - Providing and Displaying Bamboo Buddha valley with fresh & healthy 3 to 4 suckers having 75 to 90 cm ht. in 25 cm size Earthen Pot/ Plastic Pot as per direction of the officer-in-charge.	50	Nos	390.89	19544
F. LAWN						
1	2.35	Supplying & Stacking of Selection No.1 grass at site fresh & free from weeds having proper roots in green including loading, unloading, carriage and all taxes paid etc.and as per direction of the officer in charge.(grass to be supplied in Turf)	250	Sqm	43.05	10763
G CREEPERS & CLIMBERS						



Sl. No.	DSR Item No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
	9.4	Providing and stacking Bougainvillea (Variety Butiana, Lady Mary Baring, Mahara, Mohan, Scarlet Queen, Variegated, Glabra Formosa, Peruviana Odissi, Paratha, Subhra, Thimma, Spectabilis L.N Birla, Dr. Rao, Refulgens) of height 30 cm. to 45 cm, with 2-3 branches in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge. .	500	Nos	33.90	16949
	9.12	Providing and stacking of Quisqualis indica of height 30 cm to 45 cm, in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.	50	Nos	21.19	1059
	9.8	Providing and stacking of Jasmine grandiflorum (chameli) of height 30 cm to 45 cm, in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge. .	50	Nos	25.42	1271
	4.92	Providing and Displaying Creeper Rose variety 3 to 4 healthy branch 60 cm and above ht. well developed with one and above flowers in 25 cm Earthen Pot, as per direction of the officer-in-charge.	50	Nos	64.28	3214
	9.7	Providing and stacking of Ipomoea purpurea (Morning glory) of height 30 cm to 45 cm, in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.	50	Nos	29.66	1483
	9.14	Providing and stacking of Vernonia elaeagnifolia (curtain creeper) plant of height 30 cm to 45 cm, in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.	50	Nos	21.19	1059
			500			
H		Seasonal Plants				
A		Supplying and Displaying summer seasonal plants as per direction of officer in charge				
1	4.77	Providing and Displaying Kochia well developed fresh & healthy 20 to 25 cm ht. lush green well shaped in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	27.80	5559
2	4.79	Providing and Displaying Portulaca hybrid in different colour with bloom well developed fresh & healthy in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	72.97	14593
3	4.80	Providing and Displaying Sunflower hybrid well developed 15 to 20 cm ht. with fresh & healthy foliage at blooming stage in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	27.80	5559
4	4.82	Providing and Displaying Tapioca variegated (<i>Manihot esculenta</i>) well developed fresh & healthy 30 to 45 cm ht. in bright colour foliage in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	27.80	5559
5	4.83	Providing and Displaying Vinca different colour 6 to 8 well developed branch in full bloom stacked with green painted Bamboo stick in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	46.06	9212
6	4.86	Providing and Displaying Zinnia hybrid double in different colour well developed fresh & healthy 30 to 45 cm ht. (3 to 4 in each pot) full bloom in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	36.48	7297
7	4.72	Providing and Displaying Caladium Hybrid variety 3 to 4 in a pot well developed with fresh & healthy foliage 30 to 45 cm ht. in different colour 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	250	Nos.	54.75	13686



Sl. No.	DSR Item No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
8	4.73	Providing and Displaying Cockscomb well developed fresh & healthy 20 to 25 cm ht. attractive colors fully bloomed in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	36.48	7297
9	4.74	Providing and Displaying Cosmos well developed fresh & healthy 20 to 25 cm ht. attractive colors multi branching at blooming stage in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	36.48	7297
10	4.76	Providing and Displaying Gomphrena well developed fresh & healthy 30 to 45 cm ht. bushy plant 15 & above flower in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	200	Nos.	36.48	7297
Winter season						
8		Supplying and Displaying winter seasonal plants as per direction of officer in charge				
1	4.12	Providing and Displaying Chrysanthemum double variety, well developed, having 45 to 60 cm ht., with 6 and above flowers with half blooming condition, fresh and healthy with bamboo stacking in 25 cm Earthen Pot and as per direction of the Engineer /officer-in-charge.	750	Nos	100.76	75572
2	4.24	Providing and Displaying Dahlia double kenya variety in different colour well developed with 3 to 4 flowers in half bloom, good foliage stacked with Green painted Bamboo sticks, 45 to 60 cm height in 25 cm Earthen Pot/ Plastic Pot and as per direction of the officer-in-charge.	750	Nos.	72.97	54725
3	4.27	Providing and Displaying Dianthus dwarf in different colour fresh & healthy bloom in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	500	Nos.	36.48	18242
4	4.36	Providing and Displaying Marigold jaffri dwarf in different colour well developed with fresh & healthy foliage with 12 to 15 flowers in full bloom specimen plant 23 to 30 cm ht. in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	1000	Nos	46.06	46059
5	4.4	Providing and Displaying Marigold(Tagetes) inca hybrid different colour having 30 cm and above ht., with 6 to 8 flowers in bloom & blooming condition, well developed pot should be fully covered with fresh and healthy, foliage and flowers in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	1000	Nos.	54.75	54746
6	4.47	Providing and Displaying Pansy Hybrid Sakata well developed with fresh & healthy foliage with 3 to 4 flower in bloom in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	500	Nos.	46.06	23030
7	4.5	Providing and Displaying Petunia hybrid different variety in different colour well developed with fresh and healthy foliage in full bloom in 25 cm Earthen Pot/Plastic Pot as per direction of the officer-in-charge.	1000	Nos	54.75	54746
8	4.53	Providing and Displaying Phlox in different colour well developed with fresh & healthy foliage 30 cm ht., in full bloom with stacking in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	500	Nos.	46.06	23030
9	4.63	Providing and Displaying Salvia red Hybrid dwarf variety having 15 to 25 cm ht., well developed with fresh & healthy foliage in full bloom in 20 cm Earthen pot /Plastic Pot and as per direction of the officer-in-charge.	1500	Nos.	46.06	69089
10	4.66	Providing and Displaying Stock Double Multicolor non-branching having 30 to 45 cm ht., with full bloom, well developed in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	500	Nos	46.06	23030
11	4.67	Providing and Displaying Stock double white colour dwarf variety with fresh and healthy foliage with bloom in 20 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	500	Nos.	54.75	27373
12	4.59	Providing and Displaying Ranunculus Hybrid variety well developed with fresh & healthy foliage with 2-3 flower in bloom in 25 cm Earthen Pot/ Plastic Pot and as per direction of the officer-in-charge.	1000	Nos.	91.23	91229



Sl. No.	DSR Item No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
13	4.33	Providing and Displaying Gerbera Hybrid, well developed, with fresh and healthy foliage, fully blooms in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	500	Nos	72.97	36483
14	4.69	Providing and Displaying Tulip Dutch hybrid variety (3 in one) in each pot in full bloom fresh & bright in different colour well developed in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	250	Nos.	155.51	38877
Total for supply			25733			
2	Supply of Manure/Earth/filling In Planters					
2.1	DSR ITEM NO 2.25	Supplying and stacking of well decayed cattle manure at site including royalty and carriage upto 5 k.m. lead complete (Cattle manure measured instacks will reduced by 8% for Payment). Supply should be from approved source, including carriage loading & unloading. The agency will get the sample approved from the Engineer-in-charge prior to procurement.	100	Cum	561.27	56127
2.2	Derived based on 2.27	Supply and Stacking of Yamuna Sand from approved source, including all lead and screened through IS sieve of IS designation 20mm				
		Screened through sieve of I.S. designation 20 mm	50	Cum	1548.51	77426
2.3	Derived on DSR items	Supplying of Plant and Machinery on hire basis, including cost of services, operating staff(one operator+ one helper), P.O.L., all other consumables, for running then complete on day basis(one day = 8 working hours)				
2.3.1	0020	JCB OR Hydraulic Excavator 1 cum,	12	DAYS	9208.95	132527
2.3.2	0039	Tractor with trolley	24	DAYS	3344.55	61457
2.4	2.58	Providing and fixing of Tuflex Garden fencing Hexagonal net/or equivalent of green colour having contents (Weight grams/sqm. 510 (+/- 8%)) in width of 60 cm. with bamboo of 90 cm. length. The bamboo should be painted with green colour paint of approved brand and manufacture (two or more coats) and fixed 30 cm. below ground level and 60 cm. above ground level at a distance of 1.50 mtrs. The net and bamboo should be binded with 2 mm. G.I. Wire at three places properly as per direction of Engineer-in-charge	400	sqm	172.9	81600
		a) Net Fencing of height 60 cm to 100 cm in height over ground fixed over bamboo of suitable diameter with minimum 30 cm to 50 cm below ground level and 60 cm to 100cm above ground level respectively at a distance of 1.50 mtrs to 2 metres.				
2.5	2.60	Removal of garden waste by TATA 407 or equivalent including loading/ unloading and carriage upto 1 km lead, complete disposal upto designated place as per direction of officer-in-charge .	48	Per Trip	336.91	19082
2.6	2.61	Pruning, trimming, shaping of trees /shrubs (ht 15 feet and above) i/c removal of cut materials upto 50mt. Lead, as per direction of officer in charge, T&P shall be arranged by the contractor.	150	Per tree	77.5	13718
2.7	2.55	Providing and applying anti termite treatment of infected trees i/c all branches/leaves by spraying chemical emulsion 0.5% (Chlorpyrifos 20% EC) concentration through power spray machine (@ 100 ml Chlorpyrifos per tree i/c cost of chemical) and as per direction of officer-in-charge, and as per direction of officer-in-charge. Each Tree 59.40	100	Per tree	50.51	9145
Total Schedule-A						1450694



SCHDULE B- NDSR ITEMS**BOQ - HORTICULTURE, LANDSCAPE AND IRRIGATION WORKS (NON DSR ITEMS)**

Sl. No.	Common name / Botanical name	Height (m)	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
1	Supply of Trees/Shrubs/ Plants/ Creepers & Climbers/ Grasses / ground covers/Potted plants etc.					
	Supplying at site healthy, disease free and well developed Trees/Shrubs/ Plants/Creepers &Climbers/Grasses / ground covers/Potted plants etc. of the prescribed height and spread as per detail below, including cost of transportation, loading and unloading and providing the required intermittent care in the course of transportation, storage at site and plantation. Plants to be supplied in polybag/HDPE bag/earthen pot of suitable size					
A	TREES					
1	BAEL / Aegle marmelos	1.2 to 1.35	10	Nos	135.00	1350
2	MAHARUKH / Ailanthus excelsa	1.5 to 1.65	10	Nos	149.00	1490
3	JACK FRUIT / Artocarpus heterophyllus	1.2 to 1.3	5	Nos	149.00	745
4	GAMHAR / Gmelina arborea	1.2 to 1.35	10	Nos	135.00	1350
5	PHALSA / Grewia subinaequalis	1.2 to 1.35	10	Nos	126.00	1260
6	KAIM / Mitragyna parvifolia	1.5 to 1.65	5	Nos	139.50	698
7	JAMUN / Syzgium cumini	1.5 to 1.65	20	Nos	148.50	2970
8	Pink Trumpet Vine/Tabebuia rosea	1.5 to 1.65	50	Nos	350.00	17500
9	Banaras (grafted) Phyllanthus emblica (Amla)	1.5 to 1.65	25	Nos	160.00	4000
B	SUPPLY OF CREEPERS					
1	Providing and stacking of Congea Tomentosa Dark Pink/white/ blue Live Plant of height 30 cm to 45 cm. in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.		25	Nos	180	4500
2	Providing and stacking of Black Eyed Susan Yellow (Thunbergia alata) All Time Flowering Live Plant of height 30 cm to 45 cm. in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.		25	Nos	180	4500
3	Providing and stacking of wynorg cat's Claw Creepers of height 30 cm to 45 cm. in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.		25	Nos	230	5750
4	Providing and stacking of Ipomoea Horsfalliae (cardinal creeper) of height 30 cm to 45 cm. in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.		25	Nos	230	5750
5	Providing and stacking of Garlic vine (Mansoa Alliacea) of height 30 cm to 45 cm. in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.		25	Nos	180	4500



Sl. No.	Common name / Botanical name	Height (m)	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
6	Providing and stacking of Thunbergia white/blue (Grandiflora alba) All Time Flowering Live Plant of height 30 cm to 45 cm. in 20 cm size of Earthen pots / Plastic pots & as per direction of the officer-in-charge.		25	Nos	180	4500
2	SUPPLY OF POTS					
2.1	Pots					
	Supply of pots of the below mentioned material and sizes of best quality, sample to be got approved from SAU before procurement. POT should be strong and durable. Including filling with well proportioned mixture of available earth, good earth available at site, sand and cow dung manure(5:3:1:1), plantation, watering etc.(excluding cost of sand, manure, and plant). including placing the pots at desired locations as desired by engineer in charge.					
1	FRP Pots of 350mm x 350mm x 600 mm height with base tray of matching size, color and material		80	Nos	2375.00	190000
2	FRP Pots of 300mm x 300mm x 300 mm height with base tray of matching size, color and material		80	Nos	1175.00	94000
3	FRP pots of 600mm x 600mm x 750mm with base tray of matching size, color and material		20	Nos	3000.00	60000
4	Special earthen pot machine made with base tray size 25x 15x 25 painted with Terracotta red complete		500	Nos	50.00	25000
5	Special earthen pot machine made with base tray size 30x 20x 30 painted with Terracotta red complete		250	Nos	65.00	16250
6	Special earthen pot machine made with base tray size 35x 25x 35 painted with Terracotta red complete		200	Nos	165.00	33000
			680			



Sl. No.	Common name / Botanical name	Height (m)	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
4	Other essential items					
4.1	Providing and stacking of summer & rainy seasonal seedling at site of work well developed and healthy free from disease in pro tray and each pro tray having 100 Nos plants as per direction of the officer-in-charge.		100	Tray	640.9	64090
4.2	Providing and stacking of Winter seasonal seedling at site of work well developed and healthy free from disease in pro tray and each pro tray having 100 Nos plants as per direction of the officer-in-charge.		217	Tray	692.1	150185.7
4.3	Plantation of Seasonal plants at site i/c watering and removal of unserviceable material's as per direction of officer in charge (excluding cost of plant & water)					
4.3.1	Summer seasonal		3000	Per seedling	1.35	4050
4.3.2	Winter seasonal		3000	Per seedling	1.35	4050
5	Supplying and stacking of organic manure in 50 kg packing in H.D.P.E Bag at site of work with all lead and lifts, and as per direction of officer in charge		100	Per bag of 50 kg	518	51800
6	Supplying and stacking of Neem oil cake in Powder form in 40kg packing in H.D.P.E. Bag at site of work, with all lead and lifts, and as per direction of officer in charge.		80	Per bag of 50 kg	1164.6	93168
7	Supplying and stacking of cocopit blocks 10 kg in moisture proof packing in Polythene /H.D.P.E. Bag at site of work, with all lead and lifts, and as per direction of officer in charge.		750	Kg	30	22500
				Grand Total		868956



**Schedule -C
MAINTENANCE WORK**

Sl. No.	Common name	Quantity (Nos)	Unit	Rate (Rs.)	Amount (Rs)
1	MAINTENANACE				
1	DURING CONTRACT PERIOD OF ONE YEARS OR MORE AS PER CONTRACT				
	<p>The contractor has to provide Comprehensive Maintenance to all works already excuted at SAU (trees, shrubs, lawns, edge/ hedges,flower beds,foliage, creepers, ground covers etc and as per descroption of item hereunder and also as per the conditions of the contract for the period of 1 year from the date of award and handing over of the work.</p> <p>By providing adequate supervisors, malies/gardeners and helpers for all operations including weeding, hoeing, pruning, edge/ hedge cutting, replacement of plant, removal of garden waste, providing and applying insectisides, pesticides, fertilisers, manure, watering, staking of plants grass cutting and mowing of lawns by providing complete arrangement for power run lawn mower with skilled machine man & labour, (to ensure mowing of lawn at least 3 times/month), watch & ward complete as per the direction of the Engineer-in-charge. It also includes, providing all required tools including Power lawn movers/Engine lawn mover, brush cutter, hedge trimmer with fuel/oil /conumables/ blades etc.with all accessories, , khurpa, phawrah, basket , sword, etc,and uniform to all workers. (The agency will deploy the following minimum manpower : Supervisor -1 No and Malis -25 no's, For full month.</p>	12	MONTH	631069.4	7572832.80
2	MAINTENANCE of IRRIGATION SYSTEM				
5.3	<p>Maintenance of the complete irrigation system for incuding cost of all spare parts/consumables/filter media if any required.</p> <p>(plumber/technician to visit minimum two time in a month and more if reqd, to ensure smooth working of entire system)</p>	12	Month	5000.00	60000.00
	TOTAL MAINTENANCE				7632832.80

(GST Extra)

