

**CHACHA NEHRU BAL CHIKITSALAYA**  
**(Affiliated to Maulana Azad Medical College)**  
**GOVT. OF NCT OF DELHI**  
**GEETA COLONY, DELHI-31**

**TENDER DOCUMENT**

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*Name of the Tender*

**Horticulture Services**

Last date & time for receiving tender: 13/09/07 upto 1.00 P.M

Opening date of the Tender: 13/09/07 at 2.00 P.M

Cost of the Tender Rs.500/- (Rupees Five Hundred only) per tender copy (non refundable /non transferable).In case the tender form is downloaded, a demand draft of Rs. 500/- in favour of Dean, Maulana Azad Medical College, New Delhi is to be enclosed along with the technical bid.

The following terms & conditions may be read carefully and strictly complied with before submitting the tenders:-

**TERMS & CONDITIONS**

- 1 The tender should be typewritten and free from over writing/cutting. Correcting fluid should not be used in any case. Alterations unless legibly attested by the tenderer, shall disqualify the tender. All the documents **should be serially numbered and signed by the tenderer.**
- 2 The following sealed envelopes **A and B** to be submitted in a common sealed envelop addressed to *MEDICAL SUPERINTENDENT, Chacha Nehru Bal Chikitsalaya, DELHI-110031* along with *NAME OF TENDER, OPENING DATE OF TENDER, AND NAME OF THE FIRM.*

**Envelop A-** to contain all essential documents for **Technical bid.**

**Envelop B-** having **Original Price Bid.**

**Envelop A – All essential documents for Technical bid.**

- a. EMD for RS.20,000/- (Rs.Twenty thousand only) in the form of fixed deposit receipt issued by nationalized bank in favuor of Dean Maulana Azad Medical College, New Delhi, valid for 18 months. EMD is treated as security deposit after the award of contract in r/o successful bidder.
- b. An undertaking as per **Annexure-I** to be submitted duly signed by the tenderer on a non- judicial stamp paper of Rs. 100/- only.
- c. Copy of Service Tax Number.
- d. Copy of PAN (Permanent Account Number of Income Tax)
- e. Details of work experience in Horticulture services.
- f. Performance certificate from the concerned organization for having executed the Similar nature of works for a minimum period of one year.

- g. Proof of identity and residence of tenderer along with a passport size photograph (duly attested).
- h. T.R. receipt of purchase of the tender or a demand draft of Rs. 500/- in favour of Dean, Maulana Azad Medical College, New Delhi if form is downloaded.

**Tenderers shall be short listed based on the basis of the Technical bid and only those firms/ contractors fulfilling the technical bid shall qualify for Price Bid opening.**

**Envelop B: Price bid**

Price bid should be submitted in the prescribed format and prices should be quoted as per Annexure-II of tender document. The rate quoted should be inclusive of all taxes, cartage, loading, unloading etc. Nothing shall be payable extra in this regard by the department.

- 3 The tenderers are advised to visit the site, before participating in the tender.
- 4 The work of maintenance of plants include regular watering, weeding, manuring, treatment for the plants, insects/termite, protection of plants etc. and any other requirement as per site conditions imposed by the Medical superintendent, /Chacha Nehru bal Chikitsalaya, Delhi.
- 5 The work order for maintenance shall be issued to the contractor on yearly basis extendable to second year on mutual acceptance of the terms and conditions.
- 6 The complete enumeration of plants will be taken at every month and the payment will be made for surviving saplings only. The payment will be made in quarterly basis.
- 7 The casualty as and when occurred or noticed should be immediately replaced with the similar variety/species/specification of plant/shrubs within a week from such casualty occurred or noticed. If replacement to such casualty is not effected within a week then deduction at double the cost of the plant/shrub shall be made from the contractor.
- 8 Providing and planting should be started within 15 days, after the award of the contract & work shall have to be completed within two months failing which EMD may be forfeited.
- 9 The period of maintenance shall be 12 months after completion of the work. During this period also the plants should be maintained with all operations required for healthy survival like watering, weeding, mowing, manuring etc. at contractors own cost. The security deposit shall be refunded on satisfactory completion of maintenance period including proper survival of the plants.
- 10 The contractor shall himself be responsible if any mishaps occur at the site and damage is caused to any workman or material during execution of the contract.
- 11 The work shall be carried out in accordance with the specifications, schedule of quantities etc. The contractor shall be required to abide by all the relevant laws of Labour etc. whichever are applicable in his case.
- 12 The water hydrants are available at CNBC. In case of exigency, vender will arrange water from outside agency with prior intimation and approval of MS, CNBC.
- 13 The contractor shall make his own arrangements for the materials, routine tools along with brush cutter, lawn mower, watering pipes and plants and other requirements etc. required for successful completion of the work.
- 14 The contractor shall take all precautions against damages to the executed work due to

- climatic & biotic interferences flood, rains or any accidents. No compensation will be allowed to the contractor for his tools, plants or materials lost or damaged by floods or rains or from other causes viz riots etc.
- 15 No compensation will be paid to the contractor for his idle labour, in case of any stoppage of work or delay, caused in the start or during progress of work due to any reason whatsoever which are beyond the access and control of the Government, Department of Forest, Govt. of NCT of Delhi.
  - 16 The vender will use organic/compost manure for manuring.
  - 17 The mixture of earth, manure and other materials specified in the schedule of quantities shall be mixed properly and evenly in the specified ratio. The manure, pesticides and other items used should be of approved quality and samples should be got approved before use.
  - 18 The vender will prepare a green house at prescribed site for stocking plants at his own cost.
  - 19 Payment shall be made only for healthy plants of prescribed species of appropriate height and girth No payment shall be made for dead, deceased or malformed plants.
  - 20 Counting of saplings shall be done every month and monthly record as per the format prescribed by the Department shall be submitted by the contractor to the dept.
  - 21 Addition/ alternation/modification in the existing plantations scheme is not permissible without prior approval of the hospital authority.
  - 22 Any damage to Hospital property/ fixtures will have to be rectified/ replaced by the Contractor.
  - 23 The contractor will have to present himself before the Medical Superintendent as and when required.
  - 24 For any breach of the terms & conditions on the part of the contractor, the Dean, Maulana Azad Medical College, New Delhi will be fully empowered to impose penalty to the extent of Rs. 5000/- (Rs. Five Thousand only) and forfeit the EMD besides termination of the Contract.
  - 25 The licensee shall abide by the Municipal Laws and other laws pertaining to horticulture services.
  - 26 The quantity of work can be increased or decreased as per the availability of the funds or under any other unprecedented and compelling circumstances.
  - 27 No variation in rates shall be admissible till complete term of the contract. The contractor may familiarize himself with the area of plantation while submitting tender.
  - 28 **Sub-letting of tender award in any form is not permissible**. If found, action will be taken as deemed fit including forfeiting of Security Deposit and termination of the Contract.
  - 29 In case, the Government suffers any loss due to non-execution of work or wrong or poor execution of work, the work shall be got done at market rates and the cost will be recovered from the security deposit or bills of the contractor accordingly.
  - 30 In case of any dispute of difference, the award of the Arbitrator appointed by the Lt. Governor of Delhi will be final and binding on both parties and the courts at Delhi/ New Delhi shall only have the jurisdiction over the same.

**Dr. KK KALRA**  
**(Medical Superintendent)**