

**NOTICE INVITING QUERRY**

**BY Speed Post/Web Site**

TCIL/05/202/1/2008-09/Civil

Date: 08.08.2008

To

M/s \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Name of Work:- Annual Maintenance contract for Common Garden in front of flat no. B-325 & 547 and Flats Lawns/Plants in flat no. A-31, 115 & 286 and plants/planters in all TCIL Flats Asian Games Village Complex (i.e. flat No. A-31, 115,286,547,558,561,623,634, 637 & B-325)**

Dear sirs,

Sealed tenders under two bid system are invited for the above work from specialized agencies alongwith proof of specialization. Please quote your lowest rates for Annual Maintenance Contract for Common Garden and Flats Lawns for all TCIL Flats at Asian Games Village (as per the Terms & conditions & schedule of quantities attached). Your quotations should reach to this office on or before **19.08.2008** at. 15:00 Hrs. & it will be opened on the same day at 15:30 Hrs.

Thanking You,

Yours faithfully,  
For Telecommunications Consultants India Ltd.

**(B.B.ARORA)**  
**SENIOR MANAGER (CIVIL)**

**ENCL : Enclosed copy of Terms and Conditions & Schedule of Quantities**

**Note:- Presently flat no. 558, 637 & A-31 are not occupied and shall be required to be maintained after they are occupied.**

Concerned Official: -

1. Mr. Rajesh Kumar, Asstt. Mgr. (Civil), Tel. No. 011-26202538

## TERMS & CONDITIONS

1. The tenders must be submitted as under :

**Envelope – I (EMD of Rs. 500/- and PQ documents): -**

EMD and Technical bid along with PQ documents in a sealed envelope marked as Envelope –1 and super-scribed “PQ Documents for **Annual Maintenance contract for Common Garden in front of flat no. B-325 & 547 and Flats Lawns/Plants in flat no. A-31, 115 & 286 and plants/planters in all TCIL Flats Asian Games Village Complex (i.e. flat No. A-31, 115,286,547,558,561,623,634, 637 & B-325)**

**Envelope –2 (Financial offers): -**

The Financial offer of tender documents shall be in a sealed envelope marked as Envelope – 2, Annual Maintenance contract for Common Garden in front of flat no. B-325, 115 & 547 and Flats Lawns/**Plants** in flat no. A-31, 286 & 115 and plants/planters in all TCIL Flats Asian Games Village Complex (i.e. flat No. A-31, 286, 115, 547, 634, B-325, 561, 558, 623, 637). Both the envelopes should be sealed in third envelope addressed to Sr. Mgr.(Civil), TCIL, New Delhi and super-scribed with name of work and tender no as above.

Unsealed quotations are liable to be rejected.

2. Tenderer should quote all inclusive price including the liability of turnover tax, sales tax, excise duties, service tax, works tax on contract, VAT, royalty charges and as a whole or part thereof.
3. The scope of work shall include as per enclosed schedule.
4. All the general & special tools & tackles, PVC tubes etc. shall have to be arranged by the agency.
5. All the consumables sundries etc. shall be arranged by the agency at their cost and nothing extra shall be paid for the same.
6. The agency shall assess the required number of skilled and unskilled labour for satisfactory gardening. Any labour of any nature if required, any time shall be deployed by the agency at his own cost.
7. Minimum 3 skilled Gardners shall be deployed who should have sufficient, experience and shall be qualified/trained for such type of jobs to complete the work within specific time. Any unjustified delay in carrying out these services shall be treated as breach of contract and suitable penalty shall be imposed and recovered from the quarterly bill.
8. For any damage to any of the equipment/installation during handling by their staff, shall be the responsibility of the contractor and shall be made good by them at their cost.

9. **Behavior and Discipline of Contractor's Staff :**

Deployed personnels shall be polite, courteous, well behaved and shall be dressed properly at all times while in the premises.

Personnels shall be properly immunized before or during the course of treatment ensuring that no individual is suffering from any chronic or communicable disease.

10. **Wages :**

The agency shall pay the salary to his labour not less than the minimum wages as declared from time to time by the statutory authorities.

11. The prices quoted by the bidder shall deem to be inclusive of all the contractor's liabilities as per labour laws such as minimum wages, D.A., Bonus, P.F., E.S.I., Uniforms, Tools, Conveyance, Leave/Holiday. Workmen compensation etc. etc. and nothing extra over the quoted rates shall be payable during currency of the contract.

12. The prices shall be firm during currency of the contract and nothing extra on any account shall be payable except increase in minimum wages if revised by Delhi Adm. After award of work.

13. After award of work, the agency shall submit an undertaking to TCIL that the staff deployed by him for the work shall have no claim for any kind of employment in TCIL and the agency shall be responsible for any dispute of any wages or any other service conditions. The agency shall be fully responsible for any compensation or any claim of the labour deployed by him for the work.

14. **Period of Contract :**

The initial contract shall be valid for a period of 12 months and is extendable for a subsequent period on mutually agreeable terms and conditions.

15. **Payments :**

Payments shall be made on monthly basis within 10 days after submission of the bills in succeeding months.

16. **Award of Work :**

On award of work, a formal agreement on non judicial stamp paper will be signed by both parties within 10 days.

17. Site shall be cleared off all dirt/dusts.

18. Bill shall be submitted by the agency in the printed format with serial number.

19. The bidder shall have to deposit EMD of Rs. 500/- by way of DD in favour of "TCIL" in a separate sealed cover envelope.

20. Quantities of Flats Lawns can be decreased or increased.

21. **LIQUIDATED DAMAGES/FORFEITURE OF EMD/MONEY:**

The E.M.D/Security Money will stand forfeited in case of violations of any of the terms and conditions. In case the agency fails to execute the work against order, the work will be executed from other agencies at his cost and risk, the excess money if any incurred will be recovered from any dues/EMD. For delay in completion of the work, liquidated damages at 1% per week or part of a week subject to maximum limit of 10% of the total order value will be recovered from the agency. Purchaser also reserves the right to make purchases at the cost and risk of the defaulting agency and levy liquidated damages. In case of continued delay purchaser may cancel the order and forfeit the EMD/Security Deposit.

22. TCIL have common garden in front of TCIL Flat No. B-325 and 547 and flat lawns in front of TCIL Flat No. A-31, 115, 286 and B-325 and plants required for all TCIL's Flats.

**( B.B.ARORA )**  
**SENIOR MANAGER (CIVIL)**

**SCHEDULE OF QUANTITIES**

**Subject :- Annual Maintenance contract for Common Garden in front of flat no. B-325 & 547 and Flats Lawns/Plants in flat no. A-31, 115 & 286 and plants/planters in all TCIL Flats Asian Games Village Complex (i.e. flat No. A-31, 115,286,547,558,561,623,634, 637 & B-325)**

<b>Sl.No.</b>	<b>Description</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
1	Proper and effective horticulture comprising of cleaning and maintenance of lawns including watering, trimming of grass and plants, feeding with manure, providing seasonal plants and maintaining hedges all complete in TCIL flat No. A-31, 115,286,547,558,561,623,634, 637 & B-325)	1	Job Work		

(Total In Words .....

Name of Contractor :.....

Agency :.....

Seal :.....

Address : .....