



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
TIRUPATI**

E -Tender Notice.

Ref: IISERT/ENGG/Horticulture/2021-22/01

Date: 16.07.2021

Online tenders are hereby invited in **two cover system** from Indian Nationals for the **LANDSCAPING AND HORTICULTURE WORKS at IISER Tirupati Main Campus, Yerpedu (M), Chittoor (Dt)**. Bidders can download complete set of bidding documents from e-procurement Platform <https://eprocure.gov.in/eprocure/app> from 16.07.2021 Onwards. Bidders need to submit the bids online by uploading all the required documents through <https://eprocure.gov.in/eprocure/app>.

Last Date/ Time for receipt of bids through e-procurement is: 27-07-2021 up to 15:00 Hrs

Late bids shall not be accepted.

For further details regarding Tender Notification & Specifications please visit website: <https://eprocure.gov.in/eprocure/app> and www.IISER Tirupati.ac.in/tenders

CRITICAL DATE SHEET

Online Publication & Tender Document Download Date & Time	16/07/2021, 15:00 Hrs
Bid Submission Start Date & Time	16/07/2021, 15:30 Hrs
Pre-Bid Meeting Date & Time	22/07/2021, 11:00 Hrs
Bid Submission End Date & Time	27/07/2021, 15:00 Hrs
Technical Bid Opening Date & Time	28/07/2021, 15:00 Hrs
Price Bid Opening Date & Time	Will be announced after technical evaluation to the successful bidders.



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
TIRUPATI**

E-Tender-Notice.

Name of Work	LANDSCAPING AND HORTICULTURE WORKS AT IISER TIRUPATI, MAIN CAMPUS, YERPADU Mandal, CHITTOOR DIST.
Tender Notification No	IISERT/ENGG/HORTICULTURE/2021-22/01
Date	16/07/2021
Estimated Cost	Rs. 26.75 Lakhs
Tender Fee Amount	Rs. 500/-
Last Date & Time of submission of Tender	27/07/2021 up to 15:00 Hrs
Address for submission of Tender	Superintending Engineer IISER Tirupati
Date & Time of opening of technical bid	28/07/2021 @ 15:00 Hrs

Bidding Procedures

Section I: Instructions for Online Bid Submission

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>.

1. Possession of valid Digital Signature Certificate (DSC) and enrolment / registration of the contractors / bidders on the e-Procurement/e-tender portal are prerequisite for e-tendering.
2. Bidder should register for the enrolment in the e-Procurement site using the “Online Bidder Enrolment” option available on the home page. Portal enrolment is generally free of charge. During registration, the bidders should provide only valid and true information including valid E-mail id. All the correspondence shall be made directly with the contractors/bidders through E-mail id as registered.
3. Bidder need to login to the site through their user ID / password chosen during enrolment / registration.
4. Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY / TCS / nCode / eMudra or any other Certifying Authority recognized by Controller of Certifying Authorities (CCA) India on e-Token / Smartcard, should be registered.
5. The registered DSC only should be used by the bidder in the transactions and should ensure safety of the same.
6. Contractor / Bidder may go through the tenders published on the site and download the tender documents/schedules for the tenders.
7. After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as required, otherwise bid will be rejected.
8. Any clarifications may be sought online through the tender site, through the contact details or during pre-bid meeting if any. Bidder should take into account the corrigendum if any published before submitting the bids online. The Bidder is requested to submit their questions/ queries/ clarifications by email to reach the IISER Tirupati before the meeting. Bidders can send Pre-bid queries on their letter head referring tender number on e-mail address engineering@iisertirupati.ac.in before 21.07.2021 up to 17:00 Hours. Pre-bid meeting will be held on 22.07.2021 at 11:00 hours through ONLINE meet. The interested bidders can request to join the Pre-Bid meeting through email to engineering@iisertirupati.ac.in.
9. Bidder may log in to the site through the secured login by the user id / password chosen during enrolment / registration and then by submitting the password of the eToken / Smartcard to access DSC.
10. Bidder may select the tender in which he / she is interested in by using the search option and then move it to the ‘my tenders’ folder.

11. From my tender folder, he / she may select the tender to view all the details uploaded there.
12. It shall be deemed that the bidder has read and understood all the terms and conditions before submitting the offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the incomplete bid shall stand rejected.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and ordinarily it shall be in PDF /xls / rar / jpg / dwf formats. If there is more than one document, all may be clubbed together and provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip / rar and the same if permitted may be uploaded. The file size being less than 1 MB the transaction uploading time will be very fast.
14. The bidders can update well in advance, the documents such as certificates, annual report details etc., under “My Space option” and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
15. Bidder should submit the Tender Fee as specified in the tender. The hard copy should be posted / couriered / given in person to the Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
16. **TENDER FEE & EMD EXEMPTION:**
 - (a) **Tender Fee of Rs. 500/- (Rupees five hundred only)** should be submitted ECS (Bank transfer / NEFT / RTGS) in favour of INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI.
 - (b) **Bank A/c Details for crediting Tender Fee:**
Name: INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati
Bank: State Bank of India, Korlagunta Branch
Account No: **35029946671**
IFSC Code: SBIN0001901
 - (c) Micro and Small Enterprises (MSEs) firms as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or the firms registered with the Central Purchase Organisation or the concerned Ministry or Department or Start-ups as recognized by Department of Industrial Policy & Promotion (DIPP) for **all these items only**, are exempted from Tender fee/EMD. However, they have to enclose valid self-attested registration certificate(s) along with the tender to this effect.
 - (d) The bidders who seeks exemption from Tender fee/ EMD as per clause no. (c) above, if they withdraw or modify their bids during the period of validity, or if

they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of three years or as decided by the competent authority from being eligible to submit bids for contracts with the entity that invited the bids.

- (e) **Bid Security Declaration in lieu of EMD:** All other bidders who may not come under clause no. (c) above, should submit the bid security declaration (as per the format attached in annexure – iv) in duly filled and signed condition. If they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of three years or as decided by the competent authority from being eligible to submit bids for contracts with the entity that invited the bids.
 - (f) No interest will be paid on the Performance Security deposited / remitted.
 - (g) The bidders will have to upload scanned copy of payment details towards Tender fee and the same will be accepted only on verification and confirmation by the Institute. Any delay in credit will not be entertained by the Institute.
17. The financial bid (price bid) i.e. bill of quantity (BOQ) of only technically qualified bidders will be opened online by a committee of members and the result will be displayed on the www.eprocure.gov.in which can be seen by all bidders who participated in the tender.
 18. **Time of completion: 45 days** from the date of issue of commencement order.
 19. **Maintenance Period:** 6 months from the date of completion.
 20. **Contractors are advised to inspect and examine the site of work and its surroundings before submitting the tenders.**
 21. Tenders shall submit copy of their registration.
 22. The contractor shall not sub-contract the work to sub-contractors or to any single sub-contractor.
 23. The successful contractor shall provide a performance guarantee valid for 2 months beyond the completion of work plus maintenance period of 6 months as per the scope of work, for his proper performance of the contract within 7 (seven) days from the date of receipt of letter of award. The performance Security shall be in the form of FD/Call Deposit to be pledged in favour of the **Director, INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati**. In case the Performance Security is in the form of Bank Guarantee the same is to be sent to the **Director** in sealed envelope directly by the issuing Bank along with the forwarding letter indicating BG No. purposed of the BG, etc. The amount of the security shall be **5 %** of the contract price. The performance security shall be valid until the contractor has executed and completed the works and remedied any defects and maintained the work therein in accordance with the contract. The Performance guarantee shall be returned to the contractor within 14 days from the

date of successful completion of work plus maintenance period. If the contractor fails to perform the work as per terms and conditions of the contract, the performance security shall be forfeited.

24. If during the execution of the work the contractor encounters physical obstructions or physical conditions other than climatic conditions on the site, which obstructions or conditions were in his reasonable opinion not foreseeable by the contractor, the contractor shall forth with give notice thereof to the Superintending Engineer, IISER. On receipt of such notice, in his opinion feel that such obstructions/conditions could not have been reasonably foreseen by the contractor, after due consultation with the contractor determine any extension of time with no financial bearing to which the contractor is entitled.
25. **During execution an employee with Min Qualification of B.Sc (Horticulture) or Equivalent to be deployed for ensuring quality of work.**
26. During the execution of the works, the contractor shall keep the site reasonably free from all unnecessary obstructions and shall store or dispose of any contractor's equipment and surplus materials and clear from the site any wreckage, debris, waste or temporary works in consultation with the Institute.
27. The labour **shall not be allowed to stay or put up labour sheds with in the campus.** Contractor has to make arrangements accordingly.
28. Before issue of any completion certificate, the contractor shall clear away and remove from that part of the site to which the completion certificate relates all contractors' equipment, surplus material, debris, waste material and temporary works of every kind.
29. The contractor while employing labour should ensure that all the statutory labour laws and regulations are adhered to.

In the event of

- (a) The amount or nature of extra or additional work
 - (b) Exceptionally adverse climatic conditions
 - (c) Other special circumstances which may occur other than through a default or breach of contract by the contractor or for which he is responsible.
30. Being such as fairly to entitle the contractor to extension of time for completion of the works or any section or part thereof, the Institute shall after due consultation with the contractor, determine the amount of such extension with no financial bearing and shall notify the contractor accordingly.
 31. If the contractor fails to complete the execution and completion of the works as specified in the work order, the contractor shall be bound to pay as liquidated damages a sum of 1 % (percent) per week of delay for such default subject to a maximum of 10 % of the contract price.
 32. When whole of the works has been substantially completed, the contractor shall give a notice to the Superintending Engineer, IISER, accompanied by a written undertaking to finish with due expedition any outstanding work during the defect

liability period. Such notice and undertaking shall be deemed to be a request by the contractor to the Superintending Engineer, IISER, to issue a taking over certificate.

33. Defect liability period shall be **3 (Three) months**, calculated from the completion of maintenance period of 6 months as defined in scope of the work, certified by the Superintending Engineer, IISER in the completion certificate.
34. If the contractor fails to fulfil any of the obligations under this contract, the Institute shall be at liberty to terminate the contract thereby avoiding the contract and will be at liberty to allot the whole work or balance works to any other party at the risk and cost of the first party.
35. All works are to be carried out as per current specification prevailing in the BIS/CPWD and directed by the Institute.
36. Parties to submit PAN Card.
37. Parties to submit GST Registration.
38. Any deviation of quantity in the scheduled items during execution shall be intimated to the Institute before taking up the work.
39. The deviation allowed in this contract is 100% for the earth work related items and 30% for the remaining items. Any deviation beyond this, the rate shall be decided by the Superintending Engineer, IISER. Bidder should quote the rate accordingly.
40. **Rates once accepted will not be enhanced due to variation in the rate of materials, labour and government taxes. The rates should be inclusive of the cost for Maintenance period of 6 months as per the scope. Payment shall be made as per the payment terms mentioned below. Nothing extra payable.**

For items Sl.No. 5 to 13, 16, 17, 19, 20, 21 of BOQ:

90% of value of work will be paid after completion of work; balance 10 % of completion of 6 months of maintenance period.

For all Other items payment shall be made after completion of work.

41. No tools, plants or manpower will be supplied by the Institute for any purpose.
42. No materials will be supplied by the Institute.
43. Any dispute arising out of the contract shall be settled by the Superintending Engineer, IISER.
44. The specifications and mode of measurement for all the works shall be in accordance with CPWD specifications unless otherwise specified.
45. In the event of responsive parties quoting same rates, the Institute reserves the right to allot the work to the bidder having higher credentials in terms of turnover, similar work experience, etc.
46. The Institute reserves the right to accept or reject any or all tenders without assigning any reason thereof.
47. All the above requirements are compulsory for fulfilment as part of the tenders failing which tenders will be rejected.

48. All documents, registrations should be valid as on the date of tender.
49. GST as applicable will be deducted from the bills of the contractor.
50. The Party shall be responsible for the safety and wellbeing of all its workmen/employees during the period of execution of the work. The party shall provide all safety materials, gadgets, equipment's etc., to all its workmen/employees to ensure their safety during execution of the work. The Institute shall not be held responsible in case of any accidents, mishaps etc. to the party and its employees.
51. Any delay in completion of the works beyond the stipulated date due to reasons attributable to the contractor may eventually lead to cancellation of letter of award for which the contractor is not entitled to any compensation. The cancellation of letter of award would lead to forfeiture of performance security.
52. If any statutory tax/deduction/recovery is notified by the State/Central Govt, the same shall be deducted from the bill of the contractors as applicable from its effective date of coming into force.
53. The party who is allotted with the work, will have to sign on the measurement book as a token of acceptance of the measurement.
54. Conditions on strict adherence to covid safety protocols and precaution measures.
55. The details of the DD / any other accepted instrument, physically delivered, should tally with the details available in the scanned copy and the data entered during bid submission time, otherwise submitted bid shall not be acceptable or liable for rejection.
56. While submitting the bids online, the bidder shall read the terms and conditions and may accept the same to proceed further to submit the bid packets.
57. The bidder has to digitally sign and upload the required bid documents one by one as indicated. Very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read, understood and agreed with all clauses of the bid document including General conditions of contract without any exception.
58. The bidder has to upload the relevant files required as indicated in the cover content.
In case of any irrelevant files, the bid may be rejected.
59. **Price Bid**
If the price bid format is provided in a spread sheet file like BoQ_XXXXX.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Priced-bid / BOQ template shall not be modified / replaced by the bidder; else the bid submitted is liable to be rejected for the tender.
60. The bidders are advised to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission due date and time (as per Server System Clock). The TIA shall not be held responsible for any delay or the difficulties faced during the submission of bids online by the bidders.

61. The time settings fixed in the server side and displayed at the top of the tender site, shall remain valid for all actions of requesting, bid submission, bid opening etc., in the e-Tender system. The bidders should follow such time during bid submission.
62. After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the acknowledgement number indicated by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and also be used as entry pass to participate in the bid opening.
63. All the data being entered by the bidders would be encrypted using Public Key Infrastructure (PKI) encryption techniques to ensure the secrecy of the data. The data entered is not retrievable by unauthorized persons during the bid submission and until the time of bid opening by any person.
64. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers’ public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
65. The confidentiality of the bids is maintained with the use of Secured Socket Layer (SSL) 128-bit encryption technology. Data storage encryption of sensitive fields is done.
66. The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
67. For any queries regarding e-Tendering process, the bidders may contact at address as provided in the tender document. Parallel for any further queries, the bidders are advised to contact over phone: **0120-4200462, 0120-4001002** or send an E-mail to cppp-nic@nic.in

68. Technical Eligibility Criteria

Eligibility Criteria for Work Experience.

To become eligible for participating in the bid process the bidders shall satisfy the following Work Experience Criteria

The Bidders should have satisfactorily completed similar works executed in Government Organisations or Universities/ Colleges and Research Institutions, reputed Organisations etc., during the last five years ending previous day of last date of submission of tenders as below. For this purpose, cost of work shall mean gross value the completed work including cost of material supplied by Government/Client but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.

Three similar completed works each costing not less than Rs. 11 lakhs

OR

Two similar completed works each costing not less than Rs. 16 lakhs

OR

One similar completed works each costing not less than Rs. 21 lakhs

Similar works shall mean Horticulture works including planting of Trees, shrubs, hedges and laying of carpet grass, landscaping and associated works for the completion of work.

Note: For the purpose of similar works, works executed in India only shall be considered.

Bidder should have had average financial turnover (Gross) of at least **Rs 25 Lakhs** on Horticulture works during the immediate last three consecutive years balance sheets duly audited by Chartered Accountant

Bidder should not have incurred any loss (profit after tax should be positive) during the immediate last three consecutive financial years ending 31st March, 2021, duly certified and audited by the Chartered Accountant.

In case the similar work done specified as eligibility work is for **other than** Govt (State, Central, PSU) agency/organisation, the Income tax return statement indicating the same shall be submitted for consideration.

Bidder should submit an Undertaking that his firm has not been declared insolvent, and has not been blacklisted by any organisation during the preceding 3 years.

Bidder should have Solvency of **Rs 11 Lakhs** certified by a Scheduled Bank and obtained not earlier than 6 months before the date of submission of bid.

Check List of documents to be submitted along with the tender:

1. Bid Security Declaration form.
2. Copy of Registration.
3. Undertaking not to sub-let the work. (Format enclosed with the tender)
4. Pan Card.
5. GST Registration certificate.
6. Documentary proof of work orders, completion certificates.
7. Proof of Financial Turnover certified by Chartered Accountant.
8. Income tax return statement in case of Eligibility works being for a Private entity.
9. Undertaking that firm has not been declared insolvent, and has not been blacklisted by any organisation during the preceding 3 years.
10. Solvency certificate issued within the last 6 months.



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
TIRUPATI**

**Name of work : LANDSCAPING AND
HORTICULTURE WORKS AT IISER
TIRUPATI, MAIN CAMPUS,
YERPADU Mandal, CHITTOOR
DIST**

Estimated Value of work : Rs 26.75 Lakhs

**Tender Enquiry No : IISERT/ENGG/HORTICULTURE/2021-
22/01**

**Completion Time : 45 days + Maintenance period of 6
months**



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
TIRUPATI**

NOTICE INVITING TENDER

01.	Name of work	LANDSCAPING AND HORTICULTURE WORKS AT IISER TIRUPATI, MAIN CAMPUS, YERPADU Mandal, CHITTOOR
02.	Estimated Cost	Rs. 26.75 Lakhs
03.	Tender Fee	Rs. 500/-
04.	Completion Time	45 Days + Maintenance period of 6 Months
05.	Last Date and Time for submission of E-Tender	27-07-2021 @ 15.00 hours Late bids shall not be accepted.
06.	a) Date and Time of Opening of E-Technical Bid	28-07-2021 @ 15.00 hours
	b) Opening of Price bid	After evaluation of technical bids, the date, time and place of opening of the Price bid will be intimated to technically qualified bidders.
07.	Defect Liability Period	Three Months (calculated from the completion of work and maintenance period).
08.	Address for submission of Tender	The Superintending Engineer. INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati, C/o Sree Rama Engineering College, Karakambadi Road, Tirupati-517507. Andhra Pradesh.
09.	Procedure for submission of Bid	As per the e-bidding procedure.

Name of the Agency

Submitting the tender

Details to be furnished by the Contractor.

S.No	Description / Requirement from the tenderer	Tenderer's response should be clear, firm, complete & legible. If necessary, separate sheet shall be used.	Page No (must be filled)
1	Name & Complete address of the tenderer with contact details:		
2 (a)	Details of Tender Fee Payment		
2 (b)	MSME/NSIC Registration No: Company Name & Address: Validity: Product for which registered:		
3	Details of Contract Registration with Govt. depts. Class and value (If available)		
4	Details of PAN		
5	GST Registration:		
6	Employees provident fund Registration:		
7	Employees State Insurance Registration:		
8	Work Experience certificate		
9	Financial Turn Over		
10	Undertaking not to sublet the work		
11	Bid Security declaration form		
12	Undertaking of non-blacklisting		
13	Solvency Certificate		

Note: Self-Attested copy of relevant certificates for items 2 (b) -9 are to be enclosed

I/We hereby certify that the information furnished above and the attached documents as proof of the information are true and correct to the best of our knowledge.

I/We also authorize the IISER Tirupati or his representative to approach the source of the certificate to verify our competence, if required, for processing the tender.



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

INSTRUCTION TO TENDERERS

1. The tender value includes cost of Civil material, Transportation of materials, Tools and all other related material required for completion of the work.
2. Time is the essence of the contract. Being a time bound project, the contractor should make all efforts to complete the work in time.
3. Even though the overall completion period is indicated as **60 days** the work shall be completed progressively and handed over as per agreed split up schedule if any.
4. **The tenderers are advised to visit the site and get themselves acquainted with the site conditions before submitting the offer.**
5. **Tender quantity is only approximate and liable for variation without entitling the tenderer to any compensation.**
6. Quoted rate shall remain valid for a period of **60 days** from the date of tender opening for the release of work order and will be firm throughout the contract period of **30 days** or till completion of work, once awarded and no cost escalation is allowed on any account.
7. The item rate offered is for finished item of works and shall provide for the complete cost towards fuel, tools, tackles, plant & machinery, temporary works, labour, materials, levies, taxes, transport, lay-out, repairs, rectifications, maintenance till handing over, supervision, labour colonies, establishment, services, roads, revenue expenses, overheads, profits & all other incidentals etc., complete. Rate quoted shall inclusive of GST. The applicable GST can be reimbursed by IISER Tirupati along with the running / final bill on production of documentary evidence by the agency for having paid the GST to the authorities concerned. **The Tenderer should be a GST Registered Contractor. If the proof of GST registration is not furnished the tender of the tenderer will not be eligible for opening price bid and become disqualified.**
8. Some changes are likely in the quantities furnished as well as in the layout, design and specifications of the work. The rates quoted shall be deemed to be inclusive of all such contingencies.
9. The work shall be carried out as per drawings released then and there, BIS/CPWD specifications, and standard code of practice and as per the instructions of Institute. The brief description of items of work is given in the bill of quantities.

10. For any item of work not covered in Bill of Quantities, the rate will be arrived at based on the procedure given in CPWD manual.
11. The contractor has to furnish the security deposit, as per the Clause indicated elsewhere in this document, if the work is awarded.
12. Since the responsibility for the quality, workmanship and accuracy of any work being carried out under this contract lies with the contractor, the contractor should ensure that no work is done without the presence of contractor's representative at the work spot, whose strength depends on the value of contract awarded. The contract should arrange for surveying construction site at his own cost.
13. The decision of Institute shall be final and binding on the contractor regarding clarification of items in this tender schedule.
14. The works contract to be entered into with the successful tenderer will be governed by the CPWD Works Manual in force.
15. The contractor shall strictly adhere to all the labour laws in force.
16. To safeguard the persons working at height in roof, wall etc., sufficient number of Industrial Safety nets shall be provided at tenderer's cost in appropriate level and locations. The working hand including Supervisors, Labour should follow the COVID 19 guidelines, wear the personal protective items and safety measures such as helmets, safety belts, shoes, etc., before entering into working place.
17. The tenderer has to deploy adequate labour of required categories such as Unskilled, Skilled, Gardener, Mason, Carpenter, Plumber, technically experienced, etc. so as to execute the works simultaneously in all areas of work.
18. The contractor shall follow norms of IISER Tirupati security system for movement of men & materials within the campus.
19. All the works shall be executed as per the standard specifications as provided in CPWD Horticulture Manual.
20. All the materials to be used in the work and the nature of work shall conform to the respective CPWD & BIS and Standard Specifications forming part of "DELHI STANDARD SCHEDULE OF RATES HORTICULTURE & LANDSCAPING 2020" specifications and shall be got approved by the Institute before actual incorporation in the work.
21. All materials brought by the Contractor for incorporation in the work shall be got inspected and approved by the Institute before they are incorporated in the work.
22. The contractor should extend full co-operation to the other contractors who may be doing other works in the same areas to enable them to execute their portions of work without any delay or difficulty.
23. Tenderers are requested to furnish the duly filled in E format attached as separate sheet along with a cancelled Cheque leaf to accept Electronic fund transfer / R T G S transfer for any payment from IISER Tirupati.
24. No mobilization advance will be given.

25. LD / Penalty clause is applicable as per CPWD Works Manual in force.
26. IISER Tirupati reserves its right to reject a tender due to unsatisfactory past performance in the execution of a contract awarded against a different Tender.
27. Tenders submitted after the due date and time will not be accepted.
28. The contractor's responsibility under this contract shall commence from the date of receipt of the LOI by the tenderer. The Contractor will have to plan his work accordingly to complete the work in the scheduled period.
29. Defect liability period shall be **3 (Three) months**, starting from the completion of maintenance period of 6 months as defined in scope of the work, certified by the Superintending Engineer, IISER in the completion certificate.
30. Any deviation to this tender terms & condition and schedules of this tender will cause total rejection of the offer submitted.
31. Incomplete offers will become liable for rejection.
32. **Bid Security Declaration In lieu of Earnest Money Deposit:**

Bid Security Declaration shall be submitted by each tenderer to ensure that the tenderer does not refuse to execute the work after it is awarded to him. **Without submission of Exemption Certificate Copy for EMD to the Tender Inviting Authority, Technical Bid will be rejected.**
33. **Security Deposit**
 - a) The security deposit shall be collected by deductions from the running bill of the contractors at the rate of 2.5% of the gross amount of the bill shall be deducted from each running bill as well as final bill of the contractor.
 - b) The security deposit shall be refunded to the contractor after successful completion of defect liability period of three months. The refund of security deposit will not carry any interest.
34. If the tenderer deliberately gives wrong information in his tender or creates conditions favourable for the acceptance of his tender, IISER Tirupati reserves the right to reject such tender at any stage.
35. Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection
36. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.
37. The tenderers are advised to go through the condition stipulated in Tender document & code of conduct for Safety of Contract Labourer in details. Any violation thereof will invite punitive action being taken against them. While quoting the rate all the above factors are to be considered.
38. Agency registered with NSIC/MSME is exempted from payment of tender document cost & Earnest Money Deposit but required to attach the attested copy of registration indicating the company name, address, registration number, validity &

product for which registered in the technical bid, any deviation in the certificate on product or validity or name of the company tendering, will attract rejection resulting non-opening of respective price bid.

39. Compensation for Delay:

If the contractor fails to maintain the required progress or to complete the work and clear the site on or before the contracted or extended period of completion, he shall, without prejudice to any other right or remedy of the IISER Tirupati on account of such breach, pay as agreed compensation an amount calculated as stipulated below or such smaller amount as may be fixed by the IISER Tirupati on the contract value of the work for every week that the progress remains below or that the work remains incomplete. This will also apply to items or group of items for which separate period of completion has been specified.

For this purpose, the term 'Contract Value' shall be the value at contract rates of the work as ordered and the compensation for delay is by way of recovery at 1 percent of contract value per week of delay provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10% of the contract value or of the contract value of the item or group of items of work for which a separate period of completion is given.

The amount of compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the IISER Tirupati.

40. Arbitration:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions hereinbefore mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the work or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole arbitration of the Director of IISER Tirupati and if Director is unable or unwilling to act, to the sole arbitration of some other person appointed by the Director, willing to act as such arbitrator. The cases referred to arbitration shall be other than those for which the decision of the Institute is expressed in the contract to be final and conclusive. There will be no objection if the arbitrator so appointed is an employee of IISER Tirupati and that he had to deal with the matters to which the contract relates and that in the course of his duties as such he had expressed views on all or any of the matters in dispute or difference. The place of arbitration shall be Tirupati.

The arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, Director as aforesaid at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor. Subject as aforesaid the provision of the Arbitration &

Reconciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause. It is a term of the contract that the party involving arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute. The arbitrator(s) may from time to time with consent of the parties enlarge the time for making and publishing the award. The work under the Contract shall, if reasonably possible, continue, during the arbitration proceedings and no payment due or payable, to the Contractor shall be withheld on account of such proceeding.

The Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the Parties fixing the date of first hearings. The arbitrator shall give a separate award in respect of each dispute or difference referred to him. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion. The award of the arbitrator shall be final, conclusive and binding on all parties to this contract.

In the event of disputes or differences arising between one public sector enterprise and a Govt. Department or between two public sector enterprises the above stipulations shall not apply or its amendments for arbitration shall be applicable.

42. Force Majeure clause:

If at any time during the continuance of this contract the performance in whole or in part by either party of any obligations under this contract shall be prevented or delayed by reason, of any war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, explosions, epidemics, restrictions or acts of GOD (hereinafter referred to as events) then provided notice of happening of any such events is given by either party to other within twenty one days from the date of occurrence thereof neither party shall reason of such events be entitled to terminate this contract nor shall either party have any such non-performance and delay is resumed as soon as practicable after such events has come to an end or ceased to exist. If the performance in whole or part of any obligation under this contract is prevented or delayed by reason or any such event claims for extension of time shall be granted for period considered reasonable by IISER Tirupati subject to prompt notification by the tenderer to IISER Tirupati of the particulars of the events and supply to the IISER Tirupati if required of any supporting evidence. Any waiver of time in respect of partial instalment shall not be deemed to be a waiver of time in respect of remaining deliveries.

The correspondence exchanged against the tender from both tenderer and IISER Tirupati through email are considered as valid document legally though it is not signed. It is treated as valid confirmations made on behalf of the respective company and very much comes under the legal ambit of the business transaction and hence it is binding on both the parties to the business.

Any transaction pertaining to the tender from both the parties of business done round the clock irrespective of the office or business hours of the companies, are

valid legally and binding on both the parties. This applies to the extent only in such cases where deadline time for transaction is not specifically declared by either or both the parties to the business.

In case Letter of Intent (LOI) is issued through email, the PC generated time and date of mail shall be construed as the official time and date of release of LOI. In as much as this date is within the last date of validity given by the tenderer the LOI is said to have been issued within the validity period and shall be binding on both the parties to the business.

Tenderers participating in the tender should declare in their technical bid that whether they have been black-listed / kept on hold for a specified period / given Business holiday for a specified period by any Public sector undertaking or Government departments. The reasons for such action with details and the current status of such hold shall be clearly furnished to IISER Tirupati. If no such details are mentioned in the offer, then it will be construed that the subject tenderer is not under any such hold. But at a later date if it comes to the notice of IISER Tirupati about any such hold under enforcement on the subject tenderer, IISER Tirupati will have every right to reject the offer of such vendors at any point of time and also under any stage of the finalisation of the subject tender irrespective of the status of the subject tenderer in that tender. Such tenderers will not be permitted to participate in the further tender proceedings and will be communicated suitably. They will not be also considered for any ongoing tenders even if participated till the hold is officially lifted and confirmed in writing.

GENERAL CONDITIONS OF CONTRACT

1. The general conditions given in the CPWD GCC 2020 to be strictly followed while execution of the work.
2. No night work will be permitted without the written permission of the Institute.
3. Permission for erection of temporary work sheds etc., at site will have to be obtained from IISER Tirupati in writing in advance.
4. The works contract to be entered into with the successful tenderer will be governed by the CPWD works Manual 2019 or the latest in force.
5. The successful tenderer / Contractor shall observe all safety regulations and take necessary safety precaution as called for and Safety Precautions enclosed herewith.
6. In all matters of dispute, the decision of the Director, INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati & Shall be final and binding on the tenderer / contractor.
7. Some changes are likely in the quantities furnished as well as in the layout, design and specifications of the work. The rate quoted shall be deemed to be inclusive of all such contingencies.
8. No material shall be incorporated in the work until the inspecting Engineer certified in writing that such materials have been inspected and approved by him or else the rejected material should be removed from site immediately.

9. The Contractor shall closely scrutinize all the drawings issued in connection with the work by this organization and bring to the notice of the Institute if any discrepancies, omissions in the drawings before undertaking the actual work pertaining thereto.
10. The contractor should extend full co-operation to the other contractors who may be doing other works in the same areas to enable them to execute their portions of work without any delay or difficulty.
11. The power required for work will be at free of cost. However, the contractor should ensure safety precautions while handling electrical equipment. Power source will be shown near to the working place. Necessary cables etc. shall be in the scope of contractor. Water has to be arranged by the contractor as per requirement.

SPECIAL CONDITIONS OF CONTRACT

1. The contractor who has been terminated during the last three years is not eligible to participate in the tender. If tenders are submitted from them, those documents will not be considered for evaluation.
2. **The quantities given in the Bill of quantities of the tender are approximate only.**
3. Delay in execution of the work attributed by contractor beyond the stipulated time period, penalty will be levied at 1 % for a week and maximum period of 10 weeks (10 % of the value of work). If the delay is more than 10 weeks, the work will be terminated at risk and cost of the contractor and will be black listed. The contractor can't participate for any work for period stipulated by IISER Tirupati.
4. During execution of the work, if there is any delay, stoppage of work on any reason, the same shall be recorded by the contractor in the hindrance register, with the signatures of the concerned authorities.

GENERAL SAFETY PRECAUTIONS TO BE FOLLOWED AT WORK SITE DURING EXECUTION

The following safety measures should be strictly adhered to, during execution of works at sites.

1. The safety code as given in the CPWD GCC 2020 to be strictly followed while execution of the work.
2. Ensuring proper lashing of the components while being transported in vehicles.
3. The materials should not be allowed to extend or overflow the sides of the vehicles.
4. The speed restrictions within the Institute must be strictly adhered to.
5. The work to be executed keeping the campus clean and any dirty area during the
6. execution, it is the responsibility of the contractor to clean the space.
7. All personal protective equipment conforms with standard specification and Contractor including and labour engaged on the work are required to scrupulously adhere to the safety regulations, safety precautions and measurers. Any violation thereof will invite punitive action being taken against them. Also, contractors with

frequent violations of safety regulations will not be entrusted with further work in this organization.

8. In the event of any injured/fatal accident for the work men during the course of contract period, the compensation and other medical expenses towards the incident is lies with the contractor. No way is IISER Tirupati responsible.
9. Following the latest developments and restrictions imposed in the country and state in view of the COVID-19, the agency should have strict compliance towards the rules and precautionary measures mentioned in the orders issued by the State Government from time to time. The submission of bids should be in the tender box placed at main gate of Institute. Also, successful agency should ensure all safety precautions, social distancing norms during the execution of work.

MOVEMENT OF VEHICLE

1. The vehicle should not travel at more than 20 kmph in our premises.
2. The Driver of the vehicle must possess valid license and produce on demand by the Security Staff.
3. The driving should 'KEEP TO THE LEFT' at all places.
4. The vehicle should not be parked in road which could obstruct the vehicular traffic.

TERMS AND CONDITIONS REGARDING COMPLIANCE WITH VARIOUS LABOUR LAWS BY THE CONTRACTORS FOR IISER Tirupati

1. The Contractor shall not employ in connection with the work any person who has not completed 18 years of age.
2. The Contractor shall in respect of labour employed by him, comply with or cause to be complied with the following statutory provisions and rules and in regard to all matters provided therein.
 - a) The Contract Labour (Regulation & Abolition) Act 1970
 - b) The Minimum Wages Act 1948 and related Central Rules.
 - c) The Payment of Wages Act 1936 and related Central Rules.
 - d) The Employee's Provident Fund & Miscellaneous Provisions Act 1952.
 - e) The Employees State Insurance Act 1948.
 - f) The Workmen Compensation Act 1923.
 - g) The Industrial Disputes Act 1947.
 - h) The payment of bonus act 1965

And any other law or modifications to the above or to the Rules made thereunder from time to time.

3. The Contractor employing 20 or more workmen is required to obtain license from the authorities (The Deputy Chief Inspector of Factories / Assistant Commissioner of Labour as the case may be). The license shall be amended and / or renewed

wherever, there is an increase in the workmen employed by him or in the event of contract being extended or renewed. The Contractor shall inform the license number to the IISER Tirupati Management before taking up the work.

4. The Contractor (Licensed or unlicensed) shall promptly furnish every information and document required by IISER Tirupati authorities for the purpose of fulfilling their obligations as Principal Employer and shall render all necessary assistance for the same.

REGISTERS & RECORDS: -

The Contractor shall maintain all registers and records in the proper manner and as required by the regulations of the various authorities concerned and indemnify the Employer from the consequences due to any inaccurate or faulty documentation on the part of the Contractor.

PAYMENT OF BILLS: -

All payments to be made to the Contractor, under this contract shall be by NEFT or RTGS within a reasonable time, after the certification of bills by the execution department , as per the payment terms mentioned elsewhere in the document.

RECOVERY FROM CONTRACTOR: -

Whenever under the contract, any sum of money, shall be recoverable from or payable by the Contractors, the same may be deducted from or any sum then due or which at any time thereafter may become due to Contractor under the contract or under any other contract with IISER Tirupati or from his Security Deposit or he shall pay the claim on demand.

CANCELLATION OF CONTRACT FOR CORRUPT ACTS: -

IISER Tirupati, whose decision shall be final and conclusive, shall without prejudice to any other right or remedy which shall have accrued shall accrue thereafter to IISER Tirupati cancel the contract in any of the following cases and the Contractor shall be liable to make payment to IISER Tirupati for any loss or damage resulting from any such cancellation to the same extent as provided in the case of cancellation for default,

If the Contractor shall: -

Offer or give or agree to give to any person in IISER Tirupati service any gift or consideration of any kind, as an inducement or reward for doing or for bearing to do or for having done or for borne to do any act, in relation to the obtaining or execution of this or any other contract for IISER Tirupati service,

OR

Enter in to a contract with IISER Tirupati in connection with which commission has been paid or agreed to be paid by him or with his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to IISER Tirupati.

OR

Obtain a contract with IISER Tirupati as a result of ring tendering or by non-bonafide methods of competitive tendering, without first disclosing the fact in writing to IISER Tirupati.

CANCELLATION OF CONTRACT FOR INSOLVENCY ASSIGNMENT OF TRANSFER OR SUBLETTING OF CONTRACT: -

IISER Tirupati, without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to IISER Tirupati shall cancel the contract in any of the following cases: **If the Contractor,**

- (a) Being an individual or if a firm any partner thereof shall at any time be adjudged bankrupt or have a receiving order for administration of his estate, made against him or shall take any proceedings for liquidation or composition under any bankruptcy Act or assignment of his effects of composition or arrangement for the benefit of his creditors or purport to do so, or if any application made under any Bankruptcy Act for the time being in force for the sequestration of his estate or if a trust deed be granted by him on behalf of his creditors

OR

- (b) Being a Company, shall pass a resolution or the Court shall make an order for the liquidation of its affairs, or a receiver or Manager on-behalf of the debenture holders shall be appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or Manager,

OR

- (c) Assigns, Transfers, Sub-lets or attempts to assign, transfer or sub-let any portion of the work without the prior written approval of the IISER Tirupati.
- (d) Whenever IISER Tirupati exercise the authority to cancel the contract under this conditions, IISER Tirupati may have the work done by any means at the Contractor's risks and expenses provided always that in the event of the cost of the work so done (as certified by concerned officer which is final and conclusive) being less than the contract cost, the advantage shall accrue to the IISER Tirupati and if the cost exceeds the money due to Contractor under the contract, the Contractor shall either pay the excess amount ordered by Institute or the same shall be recovered from the Contractor by other means.
- (e) In case the IISER Tirupati carries-out the work under the provisions of this condition the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plants and/or labour provided by the IISER Tirupati with an addition of such percentage to cover superintendence and establishment charges as may be decided by Institute, whose decision shall be final and conclusive.

CANCELLATION OF CONTRACT IN PART OF FULL FOR CONTRACATOR'S DEFAULT:

If the Contractor:

- (a) Makes default in carrying out the work as directed and continues in that state after a reasonable notice from Institute or authorised representative.
- (b) Fails to comply with any of the Terms and Conditions of the contract or after reasonable notice in writing with orders properly issued there under.
- (c) IISER Tirupati may without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to IISER Tirupati, CANCEL the contract as whole or

in part thereof or only such work order or items of work in default from the contract. Whenever IISER Tirupati exercise the authority to cancel the contract as whole or part under this condition IISER Tirupati may complete the work at the contractor's risk and cost (as certified by Concerned officer, which is final and conclusive) being less than the contract cost, the advantage shall accrue to the IISER Tirupati. If the cost exceeds the moneys due to the Contractor under this contract the Contractor shall either pay the excess amount ordered or the same shall be recovered from the Contractor by other means. In case the IISER Tirupati carries out the work or any part thereof under the provisions of the conditions the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plant and/or Labour provided by the IISER Tirupati with an addition of such percentage to cover the superintendence and establishment charges as may be decided by the concerned officer, whose decision shall be final and conclusive.

TERMINATION OF CONTRACT ON DEATH OF CONTRACTOR: -

without prejudice to any of the rights or remedies under this contract, if the Contractor dies, or if the firm is dissolved or the company is liquidated, IISER Tirupati shall have the option of terminating the contract without compensation to the Contractor.

SPECIAL POWER TO TERMINATION: -

If at any time after the award of contract, IISER Tirupati shall for any reason whatsoever not require whole or any part of the work to be carried out the Officer concerned shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the foreclosing of the work.

LABOUR: -

The Contractor shall remain liable for the payment of all wages or other moneys to his workpeople or employees under the payment of Wages Act 1936, Employees Liability Act. 1938, Workmen's Compensation Act 1923 or any other Act or enactment, relating thereto and rules framed, there under from time to time.

PRECAUTIONS AGAINST RISK: -

The Contractor shall be responsible for providing at his own expense for all precautions to prevent loss or damage from any and all risks and to minimize the amount of any such loss or damage and for the necessary steps to be taken for the said purpose.

RATE FOR ADDITIONAL ITEM / SUBSTITUTED ITEM:

This will be as per the rate analysis based on the market rate for material and Labour prevailing at the time of execution at place of work as ascertained by concerned Engineer raised to the overall tender percentage at which the work was awarded to cover overheads / establishment / profit.

CORRIGENDUM / AMENDMENT:

It is tenderer's responsibility to watch for any corrigendum or amendment till the opening of a particular tender that will be posted only at IISER Tirupati and CPPP web site.



SCOPE OF WORK & TECHNICAL SPECIFICATIONS

Name of work : **LANDSCAPING AND HORTICULTURE WORKS AT IISER TIRUPATI, MAIN CAMPUS, YERPADU Mandal, CHITTOOR DIST**

Estimated Value of work : **Rs 26.75 Lakhs**

Tender Enquiry No : **IISERT/ENGG/HORTICULTURE/2021-22/01**

Period of Contract : **45 days + Maintenance period of 6 Months**

Scope of work

The scope of work includes setting up of the landscape in IISER Tirupati main campus which includes 6 months of maintenance period. The drawing attached with this document is tentative and for information only and does not represent the final outcome of work. The Contractor has to submit final drawing before start of execution of work.

Technical specifications

1. GOOD EARTH

The earth shall be stacked at site in stacks not less than 50 cm high and of volume not less than 3.0 cum. The earth should be of good quality free from pebbles, stones, debris, metal ceramic, plastic/paper etc with acceptable level of moisture content only

Measurements: Length, breadth and height of stacks shall be measured correct to a cm. The volume of the stacks shall be reduced by 20% for voids before payment, unless otherwise described.

The rate shall include the cost of excavating the earth from areas lying at distance not exceeding one km. from the site, transporting the same at site breaking of clods and stacking at places indicated. The rate shall also include royalty if payable.

2. MANURE

It shall be transported to the site in lorries with efficient arrangement to prevent spilling enroute. It shall be stacked at site. Each stack shall not be less than 50 cm height and volume not less than 3 cum. The quality of earth and manure shall be checked by the Institute team before it is accepted for use.

Measurements: Length, breadth and depth of stacks shall be measured correct to a cm. The volume of the stack shall be reduced by 8% for looseness in stacking and to arrive at the net quantity for payment.

Rate : The rate shall include the cost of labour and material involved in all operations described above, including carriage up to one km. The rate shall also include royalty if payable.

3. MIXING OF GOOD EARTH AND SLUDGE/MANURE

The stacked earth shall, before mixing be broken down top particle of sizes not exceeding 6 mm in any direction. Good earth shall be thoroughly mixed with sludge or manure in specified proportion as described in the item or as directed by the Institute.

Measurements: The quantity of good earth and sludge or manure mixed shall be determined by the difference in the volume of good earth, sludge or manure in stack, before and after spreading duly accounted for voids and looseness in stack.

Rate: The rate shall include the cost of all labour and materials involved in all the operations described above, but does not include the cost of good earth sludge or manure which shall be paid for separately, unless otherwise described in the item.

4. GRASSING WITH SELECTION NO. 1 DOOB GRASS

The area from where the grass roots are to be obtained shall be specified by the institute at the time of execution of the work and no royalty shall be charged on this account from the contractor. Grass is to be arranged by contractor (cost of grass to be paid separately).

The soil shall be suitably moistened and then the operation of planting grass shall be commenced. The grass shall be dibbled at 10 cm, 7.5 cm, 5 cm apart in any direction or other spacing as described in the item. Dead grass and weeded shall not be planted. The contractor shall be responsible for watering and maintenance of levels and the lawn for 30 days or till the grass forms a thick lawn free from weeded and fit for moving whichever is later. Generally planting in other direction at 15 cm, 10 cm, spacing is done in the case of large open spaces, at 7.5 cm spacing in residential lawn and at 5cm spacing for Tennis Court and sports ground lawn. Rates are including cost of labour and material (grass shall be paid separately.) During the maintenance period, any irregularities arising in ground levels due to watering or due to trampling by labour, 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, Constant watch shall be maintained to ensure that dead patches are replanted and weeds are removed.

Measurements: Length, breadth of the lawn grassed shall be measured correct to 0.1 meter and the area shall be calculated in sqm. correct to two places of decimal.

Rate : The rate shall include of all the labour and material involved in all the operations described above, excluding supply of the requisite quantity of good earth and grass so needed for properly maintaining the levels of the lawns. (payment of grass to be paid separately).

5. EXCAVATION AND TRENCHING FOR PREPARATION OF BEDS FOR HEDGE AND SHRUBBERY

Beds for hedges and shrubbery are generally prepared to width of 60 cm. to 125 cm. and 2 to 4 meters respectively.

Beds for hedges and shrubbery shall be prepared in the following manner. The beds shall first be excavated to a depth of 60 cm. and the excavated soil shall be stacked on the sides of the beds. The surface of the excavated bed shall then be trenched to a further depth of 30 cm, in order to loosen the soil, in the manner described in 2.1. No flooding will be done at this stage but the top surface shall be rough dressed and levelled. The excavated soil from the top 60 cm depth of the bed stacked at the site shall then be thoroughly mixed with sludge over manner in the proportion 8:1 by ratio or other proportion described in the item. The mixed earth and manure shall be refilled over the trenched bed, levelled neatly and profusely flooded so that the water reaches even the bottom most layers of the trenched depth of the bed. The surface after full subsidence shall again be refilled with the earth and manure mixture, watered and allowed to settle and finally fine dressed to the level of 50 mm to 75 mm below the adjoining ground or as directed by the Institute. Surplus earth if any, shall be disposed off as directed by the Institute. Any surplus earth if removed beyond initially lead shall be paid separately. Stones, bricks bats and other foreign matter if met with during excavation or trenching shall be removed and stacked within initially lead & lift, such material as is declared unserviceable by the Institute shall be disposed by spreading and

levelling at places ordered by him. If disposed outside the initial lead & lift, then the transport for the extra leads will be paid for separately. If a large proportion of material unsuitable for the hedging and shrubbery operations is met with and earth from outside is required to be brought in for mixing with manure and filling, the supply and stacking of such earth will be paid for separately.

Measurements: Length, breadth and depth of the pit excavated and trenched shall be measured correct to cm. The cubical contents shall be calculated in cubic meter correct to two places of decimal.

Rate: The rate shall include the cost of all the labour and material involved in all the operations described above. The rate shall not include the cost of supply & stacking of the manure unless the same is specifically included in the description of the item.

6. FILLING MIXTURE OF EARTH & SLUDGE OR MANURE

The separately specified earth and sludge shall be broken down to particles of size not exceeding 6 mm in any directions before mixing. Good earth shall be thoroughly mixed with sludge over manure in specified proportions as directed by Institute. During the process of preparing the mixture as above, trenches shall be flooded with water and levelled.

Measurements: Measurement shall be made in (Length, breadth and height of stacks) cubic meter. The cubical contents shall be worked out to the nearest two places of decimal in cubic meter.

Rate: The rate shall include the cost of all the labour and material involved in all the operations described above, but do not include the good earth, sludge or manure which will be paid separately.

7. SPECIFICATION OF PLANTS

The plants should be as per following specification.

1. The plants should be full of fresh and healthy foliage.
2. The plants should be free from insect, pest and diseases.
3. Plant should be well developed and healthy.
4. The height of the plants will be measured from top of the nursery poly bags.
5. The plants should be well settled and should not be newly shifted/Transplanted.
6. The plants should be true to the variety and Variety name should be tagged.
7. The rejected plants materials should be removed from the site immediately.
8. The Plant should be well established and should have good foliage.
9. Good earth and manure used for filling the poly bag should be free from any inert material and mixed to proper ratio.
10. Poly bag used for filling the plants should be of proper size.
11. The flowering plants should also have proper flowering and should be true to the variety.
12. All plant should have the tendency of growth and should not be stunted or deformed.
13. Plant should not have any physiological disorder.
14. Tips of the Plants should have intact, there should not be any damages etc.
15. In case of flowering pots flower should be on bud stage/semi bloom stage.
16. Plants of bigger height should be properly supported/stacked by bamboo stick.
17. Polybags soil should not be infectious and plant should have free from all kind

of diseases.

18. Bulbs, seeds, seedling, suckers should properly treated with fungicides before supply.

8. SOP'S FOR MAINTENANCE OF SHRUBS, HEDGES, LAWN & TREES (For the initial period of 6 months)

a) SHRUBS/LOW GROWING PLANTS:

- General maintenance such as watering, weeding, mulching, supporting and pruning shall be done as required.
- Regular checking against insect/pest/fungus attack shall be made.
- PH value and treatment to modify the same shall be the part of maintenance if required.
- Removal of dead branches, leaves, flowers, pruning, training, supporting, cutting back, and protection against heat/cold/heavy rains shall be the part of maintenance.
- Soil working shall be done once a week up till a minimum depth of 20cm till proper establishment of plant.
- Manuring/application of fertilizers shall be done twice a year at equal intervals or as directed by Institute.

b) HEDGES/EDGES:

- Maintenance shall include pruning/cutting of hedge with Garden shears at an interval of minimum 14 days or earlier if required. The height and thickness of hedge/edge to be done as per direction given by officer in charge.
- Maintenance shall also include timely watering, weeding, manuring/application of fertilizers, spraying of insecticides/fungicides.
- Soil digging up to depth of 20cm for loosening of soil shall be done once in two months.

c) SEASONAL FLOWER BEDS:

- In addition to general maintenance of flower beds i.e. raising of seedlings, planting in appropriate season/time, weeding of flower bed area, mulching, mixing it thoroughly, regular watering, plant protection etc, proper maintenance, collection of seeds of maturity etc., shall form part of maintenance.

d) LAWN

- The lawn shall be watered regularly and shall not be allowed to dry out for any reason. The watering arrangement shall be done by using sprinklers/hoses/water tankers as per requirements. While making use of hose the direction of hose outlet shall be towards sky so as to have a rain effect. In no case flooding shall be done except it is required or asked for some reason.
- The lawn shall be mowed regularly and worked for removal of weeds therein on regular basis. All efforts shall be made to timely weed out nut grass growth in the lawns by uprooting. The average Interval for lawn mowing shall be once a week or on requirement at site depending on season. In case of Mexican grass timely arrangement for watering, weed for keeping it in green lush condition.

- The contractor shall make elaborate arrangement for providing and operating lawn mower for cutting lawn grass at his own cost. The lawn mower may be diesel operated suitable for large lawn area fitted with back roller to ensure timely cutting of grass. However, in case of small garden areas mechanical type of machines can be put to use. It shall be the responsibility of the contractor to keep the machines in up to date condition and ready to use and periodical sharpening of blades to ensure smooth and uniform cutting of grass. The person using the power lawn mower shall be sufficiently technically sound to look into the aspects of adjustments of cutter which should be around 2.00 cms high grass level. Cutting of lawn at lower level shall only be carried out once in a year as per the directions/instructions issued by Institute or authorized representative at site.

- Rolling shall be done at least once in 10 days and shall be in the same direction of lawn moving. However, cross rolling shall be done once in 4 to 5 months or so.
- Lawn moving shall be done in same direction /no cross cutting is allowed.
- Constant supervision shall be kept to keep the lawn area clean and weed free. As a regular feature lawns shall be swept and cleaned from rubbish material/leaves and other material etc all the time.

e) TREES:

- During early period, the maintenance shall include regular watering, mulching, soil working, supporting and pruning operation. Regular checking against insect/pest /fungus attack shall be made.
- The tree which are well established, then the maintenance shall include occasional watering, soil working, manuring and checking against attack of insect or pest. Training/ pruning of trees for form and shape shall be an important aspect of maintenance.

In case if any of the Shrubs, Hedge, Lawn or Trees die (*apart from any natural calamities*) in the maintenance period the same shall be planted at the contractor's own cost and the same will not be billed to the institute.

9. DEPLOYMENT OF MANPOWER

In order to ensure proper up keeping and maintenance, the contractor shall deploy two experienced Gardeners during maintenance period who possess good skills and supporting manpower if necessary and complete as per instructions and as directed by Institute. The duty may vary from season to season and requirement to take care of package & Practices like practices like weeding/soil working which becomes critically important during monsoon months for proper up keeping and maintenance of Gardens/Parks. The officer in charge shall ask for a replacement if the gardener's work is found unsatisfactory.

10. GARDEN TOOLS & TACKLES:

The contractor shall make all necessary arrangements for providing tools and tackles for the work. No Gardener shall be allowed to use substandard /defective tools at site of work. The following tools & tackles are necessary.

1. Lawn mower - 1 no.
2. Hand cart - 1 no.
3. Insecticide spray pump – 1 no.
4. Safety mask, Hand gloves& safety goggles – 2 set
5. Plastic Bucket(15 lit. capacity) – 2nos
6. Plastic mug (2 lit capacity with scale) – 2nos
7. Pruning saw – 1 no.
8. Pick Axe – 1 no.
9. Spade – 1 no.
11. Watering can with hose – 2 nos
12. Rose cutter(Secateur) – 1 no.
13. Hedge cutter – 2 nos
14. Axe – 1 no.
15. Spanner set – 1 no.
16. Measuring tape(30M Length) – 1no.



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
TIRUPATI**

TO BE DULY TYPED, SIGNED AND STAMPED AND UPLOADED AS PDF IN THE E-TENDER. [THE OVERALL TOTAL OF THE PRICEBID TO BE INCORPORATED IN THE PROVIDED PRICEBID EXCEL FILE BoQ_XXXXX.xls AND UPLOADED]

Name of work	: LANDSCAPING AND HORTICULTURE WORKS AT IISER TIRUPATI, MAIN CAMPUS, YERPADU Mandal, CHITTOOR DIST
Estimated Value of work	: Rs 26.75 Lakhs
Tender Enquiry No	: IISERT/ENGG/HORTICULTURE/2021-22/01
Period of Contract	: 45 days + Maintenance Period of 6 Months

SCHEDULE 'A'
LIST OF WORKS AND PRICES

NAME OF WORK:

DETAILS & QUANTITIES of each item of work shown in the **BILL OF QUANTITIES** are only approximate. They are given as a guide for the purpose of tendering only and are liable to variation and alteration of the Competent Authority. The work under each item as executed shall be measured and priced at the corresponding rate quoted by the contractor in the **BILL OF QUANTITIES**

Sl.No.	Description of work	Total amount of work in Rupees	Period of contract
1.	LANDSCAPING AND HORTICULTURE WORKS AT IISER TIRUPATI, MAIN CAMPUS, YERPADU Mandal, CHITTOOR DIST	Rs. 26,75,381/-	45 Days + Maintenance period of 6 Months

Sl. No.	Item Description	Quantity	Units	Basic Rate / Unit (in Figures) To be entered by the Bidder	Total Amount	Total Amount in Words

AS PER SEPARATE SHEETS ATTACHED CONTAINING PAGES FROM 35 TO 39

BILL OF QUANTITIES

Tender Inviting Authority: Superintending Engineer , IISER Tirupati

Name of Work: LANDSCAPING AND HORTICULTURE WORKS AT IISER TIRUPATI, MAIN CAMPUS, YERPADU Mandal, CHITTOOR (Dt).

Contract No: IISERT/ENGG/HORTICULTURE/2021-22/01 Date: 16.07.2021

Bidder Name :

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only) Quoted Rate is inclusive of GST

S.No	Description of Work	Qty.	unit	Rate	Total Amount	Total Amount in Words
1	Surface dressing of the ground including removing vegetation and inequalities not exceeding 15 cm deep and disposal of rubbish, lead up to 50 m and lift up to 1.5 m. All kinds of soil	7756	sqm			
2	Supplying and stacking of good earth at site including royalty and carriage upto 5 km lead complete (earth measured in stacks will be reduced by 20% for payment). The earth should be of good quality free from pebbles, stones, debris, metal ceramic, plastic/paper etc with acceptable level of moisture content only.	914	cum			
3	Supplying and stacking at site dump manure from approved source, including carriage upto 5 km lead complete (manure measured in stacks will be reduced by 8% for payment). The quality of manure with acceptable level of moisture content only shall be checked by the Institute team before it is accepted for use.	183	cum			
4	Mixing earth and sludge or manure in the required proportion specified or directed by the Officer-in-charge	1097	cum			

5	Providing and displaying of <i>Allamanda neriifolia</i> having ht. 50 cm to 90 cm with fresh & healthy leaves from bottom to top in 12"x13" size Nursery poly bags weighing 9kg - 10kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	3564			
6	Providing and displaying of <i>Codiaeum variegatum</i> having ht. 50 cm to 90 cm with fresh & healthy leaves from bottom to top in 12"x13" size Nursery poly bags weighing 9kg - 10kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	792			
7	Providing and displaying of <i>Hamelia patens</i> having ht. 50 cm to 90 cm with fresh & healthy leaves from bottom to top in 7"x8" size Nursery poly bags weighing 1kg - 1.5kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	595.2			
8	Providing and displaying of <i>Hibiscus rosa-sinensis</i> having ht. 50 cm to 90 cm with fresh & healthy leaves along with flower buds from bottom to top in 7"x8" size Nursery poly bags weighing 1kg - 1.5kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	912			
9	Providing and displaying of <i>Leucophyllum frutescens</i> having ht. 50 cm to 90 cm with fresh & healthy leaves from bottom to top in 12"x13" size Nursery poly bags weighing 9kg - 10kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	2322			

10	Providing and displaying of Rosa chinensis having ht. 50 cm to 90 cm with fresh & healthy leaves along with flower buds from bottom to top in 8"x10" size Nursery poly bags weighing 3kg - 3.5kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	300			
11	Providing and displaying of Murraya Paniculata having ht. 50 cm to 90 cm with fresh & healthy leaves from bottom to top in 12"x13" size Nursery poly bags weighing 9kg - 10kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	2494			
12	Providing and displaying of Ixora coccinea (orange/yellow) having ht. 50 cm to 90 cm with fresh & healthy leaves along with flower buds from bottom to top in 12"x13" size Nursery poly bags weighing 9kg - 10kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	750			
13	Providing and displaying of Chrysanthemum (seven different colours) having ht. 50 cm to 90 cm with fresh & healthy leaves along with flower buds from bottom to top in in 7"x8" size Nursery poly bags weighing 1kg - 1.5kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	2000			
14	Preparation of beds for hedging and shrubbery by excavating 60 cm deep and trenching the excavated base to a further depth of 30 cm, refilling the excavated earth after breaking clods and mixing with sludge or manure in the ratio of 8:1 (8 parts of stacked volume of earth after reduction by 20%: one part of stacked volume of sludge or manure after reduction by 8%), flooding with water, filling with earth if necessary, watering and finally fine dressing, leveling etc. including stacking and disposal of materials declared unserviceable and surplus earth by spreading and leveling as directed, within a lead of 50 m, lift up to 1.5 m complete (cost of sludge, manure or extra earth to be paid for separately)	cum	1439			

15	Filling mixture of earth and sludge or manure in the desired proportion in trenches, flooding with water and leveling (cost of supplying earth and sludge or manure and mixing excluded).	cum	1097			
16	Providing and laying Neelgiri/Mexican grass turf with earth 50mm to 60mm thickness of existing ground to be prepared with proper level and ramming with tools wooden (Dhurmos) and than rolling the surface with light roller make the surface smoothen and light watering with sprinkler and maintenance till the grass establish properly, as per direction of officer-in-charge.	sqm	1000			
17	Supplying & Stacking of Selection No.1 doob grass turf 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.	Sqm	6756			
18	Grassing with selection No. 1/ Doob grass including watering and maintenance of the lawn till the grass forms a thick lawn, free from weeds and fit for mowing including supplying good earth, if needed (the grass and good earth shall be paid for separately) as per direction of officer-in-charge. In rows 5 cm apart in both directions (Dhoob, Bermuda grass).	Sqm	6756			
19	Providing and displaying of lagerstroemia indica having ht. 180 cm to 200 cm with fresh & healthy leaves in 21" x 21" Nursery poly bags, weighing 40kg to 50kg & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	40			

20	Providing and displaying of Cassia Fistula having ht. 180 cm to 200 cm with fresh & healthy leaves in 21" x 21" Nursery poly bags, weighing 40kg to 50kg & as per direction of the officer-in-charge & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	40			
21	Providing and displaying of Tabebuia rosea having ht. 180 cm to 200 cm with fresh & healthy leaves in 21" x 21" Nursery poly bags, weighing 40kg to 50kg & as per direction of the officer-in-charge & as per direction of the officer-in-charge. The item also includes maintenance period of 6 months.	nos	40			
Total Rs						
Total amount in words:						

Contactor signature with Seal

Note: Quoted Rate is inclusive of GST Amount

in words

(Rupees.....Only

ANNEXURE – I

FORM OF UNDERTAKING

To,
Superintending Engineer,
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati.

I / We hereby offer to carry out the work of

I / We hereby carefully perused the following documents connected with the above noted work and agree to abide by the same.

1. Specifications (General & Particular)
2. Drawings
3. Schedule 'A',
4. Bill of Quantities
5. CPWD works Manual in force.

I / We agree to execute all the work referred to in the said documents upon the terms & conditions contained or referred therein and as detailed in Schedule 'A' and Bill of Quantities thereto and to carry out such deviations as may be ordered, vide conditions of the IISER Tirupati.

I / We further agree to refer all disputes, as required to the sole arbitration of an Officer, to be appointed by the Director, IISER Tirupati., in his sole discretion whose decision shall be final and binding.

WITNESS

Signature of the Contractor

Date:

1.

2.

ANNEXURE – II

FORM OF UNDERTAKING

To,
Superintending Engineer
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati
C/o Sree Rama Engineering College
Karakambadi Road , Tirupati - 517507

Tender No. **IISERT/ENGG/HORTICULTURE/2021-22/01**
Notice Inviting Tender for LANDSCAPING AND HORTICULTURE WORKS at
IISER Tirupati Main Campus, Yerpedu (M), Chittoor (Dt).

Sir,

I /we hereby submit our tender for LANDSCAPING AND HORTICULTURE
WORKS at IISER Tirupati Main Campus, Yerpedu (M), Chittoor (Dt).

1.I/ We enclosed herewith the following in favor of INDIAN INSTITUTE OF
SCIENCE EDUCATION AND RESEARCH Tirupati towards Tender Fee.

Particular	Amount	Payment Reference Details	Payment Date
Tender Fee	500/-		

I / We hereby reconfirm and declare that I / We have carefully read, understood & complying the above referred tender document including instructions, terms & conditions, scope of work, schedule of quantities and all the contents stated therein. I / We also confirm that the rates quoted by me / us are inclusive of all taxes, duties etc., applicable as on date.

2.I /we have gone through all terms and conditions of the tender document before submitting the same.

Date:

Authorized Signatory

Seal

Name:

Place:

Designation:

Contact No:

ANNEXURE – III

FORM OF UNDERTAKING

To,
Superintending Engineer,
IISER Tirupati,
C/o Sree Rama Engineering College
Karakambadi Road , Tirupati - 517507

Sub: LANDSCAPING AND HORTICULTURE WORKS at IISER Tirupati Main
Campus, Yerpedu (M), Chittoor (Dt). .

Sir,

With reference to the above, I hereby undertake not to sublet the work cited above, if
the work is allotted to me.

Date:

Name of contractor

Signature and seal

On Company Letter Head

ANNEXURE – IV

BID SECURITY DECLARATION

To
Superintending Engineer,
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH Tirupati
C/o Sree Rama Engineering College
Karakambadi Road , Tirupati - 517507

Tender No. IISERT/ENGG/HORTICULTURE/2021-22/01
Notice Inviting Tender for LANDSCAPING AND HORTICULTURE WORKS at
IISER Tirupati Main Campus, Yerpedu (M), Chittoor (Dt).

Sir,

We, the undersigned, declare that

1. We understand that, according to tender conditions, bids must be supported by a Bid Securing Declaration.
2. We accept that we will automatically be suspended from being eligible for bidding in any contract with the Institute for the period of **3 years** starting from the bid closing date, if we are in breach of our obligation(s) under the bid conditions, because we:
 - (a) Have withdrawn our bid during the period of bid validity specified in the letter of bid; or
 - (b) Having been notified of the acceptance of our bid by the institute during the period of bid validity, (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the performance security, in accordance with the tender conditions.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No:

