



Indian Institute of Management Udaipur
भारतीय प्रबंधन संस्थान उदयपुर

INDIAN INSTITUTE OF MANAGEMENT UDAIPUR

(An Autonomous Institute under the Ministry of Education, Govt. of India)

TENDER DOCUMENT

FOR

Name of Work: Annual Maintenance of Horticulture Services at IIM Udaipur.



Tender No. : IIMU/Tender/Horticulture AMC/2025-26 /2

Dated: 30/05/2025

Indian Institute of Management Udaipur
Balicha, Udaipur-313001, Rajasthan
Website: www.iimu.ac.in



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Notice Inviting Tender (NIT)

Name of Work:- Annual Maintenance of Horticulture Services at IIM Udaipur.

Indian Institute of Management Udaipur (hereinafter referred to as “Institute” or “IIMU”) is an Autonomous Institute under the Ministry of Education (MoE), Government of India. IIM Udaipur is recognized as a premier management institution in the country.

Indian Institute of Management Udaipur invites E-tender (online tender) from approved and eligible contractors, under **Percentage Rate E-Tenders in Two Bid system** [Technical Bid & Financial Bid] from enlisted agencies having valid registration with CPWD/MES/ Railways/PSU’s or any other State/Central Government organization registered under composite work category on last date of submission of bids for the application of material/compound as specialized item mentioned in tender documents. The bidders should have expertise experience in similar field for undertaking works related to " **Annual Maintenance of Horticulture Services at IIM Udaipur.**

Bidders must read the complete ‘Tender Documents: This NIT is an integral part of the Tender Document and serves a limited purpose of invitation and does not purport to contain all relevant details for submission of bids. The Bidders must go through the complete Tender Document for details before submission of their Bids.

‘The Bidders shall sign and stamp each page of this tender document as a token of having read, understood, and comply with tender, the terms, and conditions contained herein. Manual bid/tender will not be accepted under any circumstances. Incomplete bids/ documents shall be rejected without giving any reason.

Availability of the Tender Document -This tender document containing eligibility criteria, the scope of work, terms and conditions, specifications, and other documents, can be downloaded at/from the Central Public Procurement (CPP) Portal <https://eprocure.gov.in/cppp/> or Indian Institute of Management Udaipur website: www.iimu.ac.in .

Clarifications – A Bidder requiring any clarification regarding the Tender Document may ask questions in writing/ electronically from the Office/ Contact Person as mentioned in TIS, provided the questions are raised before the clarification end date mentioned in TIS. This deadline shall not be extended.

Submission of Bids, EMD: - Bids shall be submitted through online mode under the e-procurement system. **No manual Bids shall be made available or accepted for submission.** The bidders have to apply online through E-Procurement portal <https://eprocure.gov.in/cppp/> only. **“The original EMD is to be submitted in a sealed envelope to be superscribed this tender name & the name of their agency and must reach the below address before the last date & time for submission of the bid.”**

*The Chief of Administration
IIM Udaipur,
Balicha, Udaipur-313001,Rajasthan*



1. TENDER INFORMATION SUMMARY (TIS)

Name of Work	Annual Maintenance of Horticulture Services at IIM Udaipur.
Period for Completion of work	1 Year
Estimated Cost of Tender	Rs 54,55,07/- (Rupees Fifty Four Lakhs Fifty Five Thousand Seven rupees only) exclusive of GST.
Tender Fee	Rs. 1500/- (Fifteen Hundred Only)
Earnest Money Deposit	Rs. 1,10,000/- (Rupees One lakhs Ten Thousand rupees only) in the form of Demand Draft/ Pay Order in favour of “Director, Indian Institute of Management Udaipur, Rajasthan”
Performance Guarantee (at the time of signing of Agreement)	5 % of the tendered amount)
Validity of Bid	90 Days from the date of submission of bid
Date of Publishing	30.05.2025
Tender Downloading Start Date	30.05.2025, 18.00 hrs.
Pre-Bid meeting	10 .06.2025, 11.00 hrs.
Tender Submission Last Date	23.06.2025, 10.00 hrs.
Date and Time of Technical Bid Opening	23.06.2025, 11.00 hrs
Date and time of Financial Bid Opening	To be notified later
Submission of Bids	The bid shall be submitted online on CPP Portal
Tender Opening Place	On e-procurement portal
Office/ Contact Person/ email for clarifications	Phone – 02942477153 Email - procurement@iimu.ac.in



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Section-01

FORM- 1 **TECHNICAL BID SUBMISSION FORM**

1	Name of Tendering Company / Firm / Tenderer	
2	Name of Director/ Partners/Chairperson	
3	Full Particulars of Office	
(a)	Address	
(b)	Telephone Nos.	
(c)	Mobile Nos.	
(d)	E-mail Address	
4	Registration Details	
(a)	Firm Registration No./Partnership / Proprietorship	
(b)	PAN No.	
(c)	GST Registration No.	
(d)	EPFO Registration No.	
(e)	ESIC Registration No.	
5	Details of Tender Document Fee & Earnest Money Deposit	
(a)	Tender Document Fee Amount	
(b)	Earnest Money Deposit	

**Signature of Bidder as
Authorized by the Company**

FORM- 2

TENDER ACCEPTANCE LETTER (To be given on Agency Letter Head)

Date :

To,

The Director, IIM Udaipur
Balicha, Udaipur,
Rajasthan-313001.

Sub. : Acceptance of Terms & Conditions of Tender.

Tender Reference No.: **IIMU/Tender/Horticulture AMC/2025-26 /2**

Name of Tender/Work: **Annual Maintenance of Horticulture Services at IIM Udaipur..**

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: CPPP Portal as per your advertisement, given in the above mentioned website(s).
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. 1 to 53____(including all documents like annexure(s), schedule(s), etc.,) which form part of the contract agreement and I/we shall abide by with the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official

Seal)

FORM- 3

DECLARATION ON THE LETTER HEAD OF THE BIDDER

1. I/we, the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender documents and undertake to comply with them.
2. The rates quoted by me/us are valid and binding on me/us during the period of validity of the tender.
3. I/we, the undersigned hereby bind myself/ ourselves to the Indian Institute of Management Udaipur, Balicha Udaipur, Rajasthan-313001 during the period of contract.
4. The Performance Security deposited by me/us shall remain in the custody of the Indian Institute of Management Udaipur, Balicha Udaipur, Rajasthan-313001 subject to settlement of all dues on either side. The performance Security Deposit will not carry any interest.
5. The conditions herein contained shall form part of and shall be taken as included in the agreement itself. I/we will be wholly responsible for undertaking “Name of Work:-
Annual Maintenance of Horticulture Services at IIM Udaipur.”
6. An affidavit to the effect that there is no vigilance/CBI or court case pending/contemplated against the firm as on the date of submission of bid.
7. The decision of the IIM Udaipur regarding acceptance/rejection of Tender shall be final & binding on me/us.

Affirmation

1. I, Son / Daughter of Shri Partner / Director Authorized Signatory of affirm that I am competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and here by convey my acceptance of the same.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I am aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date: _____ Signature of Bidders / Managing Partner / Director

Place: _____ Name:

Seal:

N.B. The above declaration, duly signed and sealed by the authorized signatory of the Company, should be enclosed with Technical Bid.



FORM- 4

ELIGIBILITY CRITERIA

Only those Bidders which meet the following minimum criteria will be considered for opening of financial bid. Supporting documents/annexures should be attached with this and must be serially numbered. An Index must be made for this to facilitate quick reference to the relevant page number.

1. The Bidder shall submit the original EMD and tender fee in a sealed envelope superscribing this tender name & the name of the organisation and must reach at IIMU before the last date & time for submission of Bid. Photocopies of the same EMD and tender fee should be enclosed to support this along with the format given below.

S No.	Type of Fee	Details	Page number of the attached Copy
1	Tender Fee	DD No. _____ of Rs.1500 /- (Rupees Fifteen hundred only) of Dated _____ drawn on Bank. _____ Branch	
2	EMD	DD No. _____ of Rs1,10,000...../- (Rupees One L a k h s T e n T h o u s a n d r u p e e s o n l y) of Dated _____ drawn on Bank Branch	

DD will be made in favor of “Indian Institute of Management Udaipur” payable at Udaipur.

2. The Bidder should have valid Indian Permanent Account (PAN), GST, EPF and ESI number as per the detail given below: -

S No	Type	Number	Page number of the attached self-attested Copy
1.	PAN		
2.	GST		
3.	EPF		
4.	ESI		

3. The Bidder should have experience of executing successfully (completed similar works) during the last three years (3) ending on the last day of the month previous to the one in which tenders are invited in reputed Organizations (Central/State govt. Dept./PSUS of Central or State Govt./Railways/Similar Govt. Organizations/ Private Corporate Bodies).



Three Similar works of value not less than **40 % each** i.e. 21.83 Lacs.

or

Two Similar works value not less than **60 % each** i.e 32.74 Lacs.

or

One Similar works of value of not less than **80 % each** i.e 43.65 Lacs.

Note - The value of executed works shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum, calculated from the date of completion to the previous day of the last day of submission of the Tender.

Similar works shall mean “Annual Maintenance contract of Horticulture– Landscape Gardening Works for prestigious Govt. Educational Institutions / Govt. Organizations /Autonomous Institutions / Public / Govt. undertaking / Govt. Universities, Offices, Public Gardens, etc.”

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

Note: Ongoing works will not be considered for the technical evaluation.

Note: Joint ventures/consortiums and special-purpose vehicles are not accepted.

The following documentary proof shall be scanned and uploaded.

- Completion certificates in the case of works carried out for Government departments should have been issued by an officer of the organization/Institute.
- Completion certificate and TDS in case of works carried out for private parties should have been issued by the Project Manager or equivalent officer with contact details.
- The complete details of the work completion or performance certificate issued, officer address, email, and contact number should be provided.

Years	Name of Organization	Description/nature of multi- specialty Work	Amount of work execute	Page no of the attached copy	Date of Completion
FY 2022-23					
FY 2023-24					
FY 2024-25					

4. Turnover (Minimum Turnover of Rs 55 Lakhs) during the last Three (3) financial years ended on 31 Mar 2024. The documentary evidence duly certified by CA, indicating yearly total turnover and turnover from similar services related work, should be attached in the following format.

Financial Year	Total Turnover in Rupees (in words and figures)	Turnover from similar services on one site in Rupees (in words and figures)
FY 2021-22		
FY 2022-23		
FY 2023-24		



5. Past performance in IIM Udaipur:

- (a) A bidder whose contract has been terminated or rescinded by IIM Udaipur due to non-performance or failure to execute the work satisfactorily shall be technically disqualified, irrespective of their compliance with other eligibility or technical criteria.
- (b) A bidder whose contract has been significantly delayed at IIM Udaipur due to the contractor's own shortcomings in executing the work shall be technically disqualified, notwithstanding fulfillment of other technical or eligibility requirements.
- (c) A bidder against whom adverse performance reports, including notices for unsatisfactory work or poor performance, have been issued by the concerned user department at IIM Udaipur in the past, shall be technically disqualified, even if they otherwise meet the prescribed technical or eligibility criteria.

6. There should be no case pending with the police against the Bidder/ Proprietor/ Firm /Partner/Director or the Company (agency) and should not be blacklisted by any Govt agency. A self-undertaking to this effect on the agency's letterhead should be **attached as per annexure I**.

S No.	Agency/ Bidder is blacklisted (Yes/No)	Site on which it is Blacklisted	Page number of the Undertaking on agency letterhead (If not blacklisted)

Note:- All third-party certificates should be duly signed and stamped by the bidding organization.

Certified that all above information is correct to the best of my/our information, knowledge, and belief. All the attached relevant documents are duly signed, sealed, and serially numbered.

Place:

Date:

(Signature of the bidder with s

FORM 5

DECLARATION REGARDING BLACKLISTING

[On the letterhead of the Bidder]

I /We Proprietor / Partner (s) / Director (s) of M/shereby declare that the firm/ company namely M/S..... has not been blacklisted or debarred in the past by any organization from taking part in Government tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/S..... hereby declare that the firm/ company namely M/S..... Was blacklisted or debarred by any Government Department from taking part in Government tenders for a period of

..... year s

w.e.f..... The period over on And now the firm/ company is entitled to take part in Government tender. In case the above information found false I / we are fully aware that the tender/ contract will be rejected / cancelled by IIMU shall be forfeited. In addition to the above IIMU. Will not be responsible to pay the bills for any completed/ partially completed work.

Date:

Authorized Signatory (Signature In full):

Name and title of Signatory:

Stamp of the Company:

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of limited company by all the Directors of the company or company secretary on behalf of all directors.



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FORM 6

CERTIFICATE OF SITE INSPECTION

[On the letterhead of the Bidder]

THIS IS TO CERTIFY that: I, **(name of bidder or his representative)** of the**(name of the firm)** visited the site in connection with the Bid No ..for the work of **Annual Maintenance of Horticulture Services at IIM Udaipur.**

Having examined the bid documents, I certify that I have acquainted with the nature, geographical and exact location of the works; the general conditions of execution; the neighboring area and other work that might affect the construction methods; the physical conditions specific to the sites; the climatic conditions; local conditions; means of communication and transport; the possibility of supplying electricity; the availability of labor sufficient in number and quantity; all constraints and obligations resulting from social, tax; and all conditions and circumstances which might influence the execution or price of the works.

I further certify that I am satisfied with the description of the works and that I understand perfectly the works to be undertaken as specified and implied in the execution of the Contract.

*Note: All the bidders are advised to visit the site before bidding. In case the bidder is not making site visit he will be solely responsible for all or any discrepancy.

Signature of Bidder with seal:

Name and title of Signatory:

Stamp of Address of Company:

FORM – 7

[On the letterhead of the Bidder]

UNDERTAKING FOR MINIMUM WORKFORCE SUPPORT REQUIRED FOR MAINTENANCE WORKS

To,
Director, IIM Udaipur .
Sub: Annual Maintenance Contract for Horticulture at IIM, Udaipur

It is certifying that we will ensure the minimum workforce as mentioned below will be deployed during the entire tenure of the contract, abiding by the tender document terms and conditions.

S.No.	Workforce	Quantity
1	Highly Skilled	1
2	Skilled	4
4	Unskilled/Worker/Mali	12

However, in case of any emergency works, or major breakdown works, to attend to the complaints within 24 hours, an extra workforce will be deployed as per requirement, but we will not claim the charges for the same.

I/We shall maintain a sufficient workforce to provide eligible leaves, and holidays for all the above workforce as per the governing rules and regulations, laws, and acts.

Signature and Seal of the Bidder:

Date:

Section-02

INSTRUCTIONS TO THE BIDDERS

1.0 GENERAL INSTRUCTIONS:

1.1 For Bidding / Tender Document Purposes, 'Office of the Director, Indian Institute of Management, Udaipur, Rajasthan referred to as 'Client' and the Bidder / Successful Bidder shall be referred to as 'Agency/ Contractor' and / or Bidder interchangeably.

1.2 The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

1.3 While all efforts have been made to avoid errors in the drafting of the tender documents, the Bidder is advised to check the same carefully. No claim on account of any errors detected in the tender documents shall be entertained.

1.4 Each page of the Tender documents must be stamped and signed by the person or persons authorized to submit the Tender in token of his/their having acquainted himself/ themselves and accepted the entire tender documents including various conditions of contract. Any bid with any of the Documents not so signed is liable to be rejected at the discretion of the client.

1.5 The Bidder shall attach the copy of the authorization letter / Power of Attorney as the proof of authorization for signing on behalf of the tendering company/ firm/ tenderer.

1.6 All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of Contract, the bids not meeting the minimum eligibility criteria, technical bids not accompanied with EMD of requisite amount/format, or any other requirements, stipulated in the tender documents, are liable to be rejected.

1.7 The parties to the Bid shall be referred to as the 'Bidders' /Agency (to whom the work has been awarded) and 'Office of the Director, Indian Institute of Management, Udaipur, Rajasthan' shall be referred to as 'Client'.

1.8 For all purposes of the contract including arbitration there under, the address of the Bidder mentioned in the bid shall be final unless the Bidder notifies a change of address by a separate letter sent by registered post with acknowledgement to the 'Office of the Director, Indian Institute of Management, Udaipur, Rajasthan. The Bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

1.9 Bidders are advised to visit personally the worksite/place i.e. Indian Institute of Management Udaipur, village Balicha, Udaipur, Rajasthan 313001 to acquaint themselves with site conditions.

1.10 The requirement/execution of the work is indicative as mentioned in Schedule of Quantity and may deviate or change at the sole discretion of the client upto the permissible deviation limit.

1.11 Pre- Bid Meeting:- The purpose of the pre-bid meeting will be to clarify issues and to answer questions on any matter concerning bids that may be raised at that stage or for any clarification in connection with the bid documents. The bidder may submit any queries in writing or by e-mail, to reach the Estate Officer before such meeting. Proceeding of the pre-bid meeting, including copies of the queries raised and responses given, will be furnished expeditiously to all those attending the meeting (and subsequently to all purchasers of the bidding documents). Any modification of the bidding documents which may become necessary as a result of the pre-bid meeting or otherwise shall be made by the Estate Officer through the issuance of an Addendum (or Amendment) to the bid documents and shall form part of the resultant contract.

2. EARNEST MONEY DEPOSIT:

2.1 This tenders should be accompanied with Earnest Money Deposit (E.M.D.) of **Rs1,10,000 /-(Rupees One Lakh Ten Thousand only)** in the form of Demand Draft/ Banker's Cheque/ Pay Order of any nationalized/Scheduled bank in favor of "Director, Indian Institute of Management, Udaipur, Rajasthan" payable at Udaipur, Rajasthan valid for 3 months.

2.2 The Earnest Money Deposit will be refunded to the bidders without any interest whose offers have not been accepted. The Earnest Money Deposit of the bidder whose offer is accepted will be kept until such time that the Performance Bank Guarantee is received.

2.3 The tenders without the Earnest Money shall be summarily rejected.

2.4 The tender security (EMD) may be forfeited:

- (i) If the Tenderer withdraws his tender during the period of tender validity specified by the Tenderer in the tender form; or
- (ii) In case of successful Tenderer, if the Tenderer
 - (a) Fails to sign the contract in accordance with the terms of the tender document.
 - (b) Fails to furnish the required performance security in accordance with the terms of Tender document within the time frame specified by the client.
 - (c) Fails or refuses to honor his own quoted prices for the services or part thereof

3. VALIDITY OF TENDERS AND RATES

3.1 Bid shall remain valid and open for acceptance for a period of 90 days from the last date of submission of Tenders.

1. The rates shall be valid for a period of One Year from the date of start of work. The agency may be given a yearly increment up to 5 % on the immediate previous year's rate and will be continued if the contract is extended to all the contracted value under this tender subject to satisfactory performance recorded by the user dept. The agency shall not be given any additional increment on the rates that impose any obligation on the agency such as a hike in minimum wages by the government or any other statutory authority.

3.2 Rates must be inclusive of all taxes except GST; The GST will be paid extra if applicable.

4. PREPARATION/SUBMISSION OF BIDS

- i. Bidder should take into account any corrigendum published on the tender document before submitting

their bids.

ii. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the documents that need to be submitted. Any deviations from these may lead to the rejection of the bid.

iii. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with the black and white option which helps in reducing the size of the scanned document.

iv. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

5. SUBMISSION OF TENDER

1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white-colored (unprotected) cells with their respective financial quotes and other details (such as the name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption

technology. Data storage encryption of sensitive fields is done. 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 opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgment of the submission of the bid. This acknowledgment may be used as an entry pass for any bid opening meetings.

11) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

12) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

13) The Agencies are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The **TIA will** not be held responsible for any sort of delay or the difficulties faced during the submission of bid online by the Agencies at the eleventh hour.

14) Not more than one tender shall be submitted by one Agency or Agencies having a business relationship. Under no circumstance will the father and his son(s) or other close relations who have a business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

15) Bidder who has downloaded the tender from the IIMU website www.iimu.ac.in and Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> **shall not alter/modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be altered/modified in any manner, tender will be completely rejected and EMD would be forfeited, and Bidder is liable to be banned from doing business with IIMU.

6. TENDER OPENING PROCEDURE

6.1 The tender will be opened online on the Central Public Procurement Portal (CPP Portal).

7. CLARIFICATION ON TENDER EVALUATION

7.1 The Tender shall be evaluated based on the available documents submitted by the tenderer.

7.2 Client also reserves right to seek confirmation/ clarification on the supporting documents submitted by the tenderer.

8. RIGHT OF ACCEPTANCE

8.1 Office of Director, IIM Udaipur, Rajasthan reserves all rights to reject any tender including of those tenderer's who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of the Competent Authority in this regard shall be final and binding.

8.2 Any failure on the part of the Tenderer to observe the prescribed procedure and any attempt to canvass shall render the Tenderer liable for rejection.



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8.3 The Competent Authority reserves the right to award any or part or full contract to any successful tenderer's at its discretion and this will be binding on the Tenderer's.

8.4 Office of Director, IIM Udaipur, may terminate the contract if it is found at any stage that Contractor is black listed on previous occasion by any institution.

9. LETTER OF ACCEPTANCE

9.1 After determining the successful evaluated Tenderer, Client shall issue a Letter of Acceptance (LoA) in duplicate, who will return one copy to client duly acknowledged, accepted and signed by the authorized signatory, within 3 days of receipt of the same by him.

9.2 The issuance of the Letter of Acceptance to the Tenderer shall constitute an integral part of the contract and it will be binding on the contractor.

Section-03

GENERAL CONDITIONS OF CONTRACT (GCC)

1. DEFINITIONS

Unless repugnant to the subject or context of usage, the following expressions used herein shall carry the meaning hereunder respectively assigned to them, namely:

1. **“Annexure”** referred to in the Tender document shall mean the relevant annexure appended to the Tender Document and the Contract.
2. **“Approved”** shall mean approved in writing including subsequent confirmation of previous verbal approval. **“Approval”** shall mean approval in writing including as aforesaid.
3. **“Agreement”** the word **“Agreement”** and **“Contract”** has been used interchangeably.
4. **“Bidder”** shall mean the Bidder who submits the tender for the work and shall include the successors and permitted assigns of the Bidder.
5. **“Organization”** shall mean the Indian Institute of Management located at Udaipur, Rajasthan.
6. **“Commencement Date”** shall mean the date upon which the Contractor receives the notice to commence the supply of Services.
7. **“Competent Authority”** shall mean the Director, Indian Institute of Management, Udaipur, Rajasthan.
8. **“Competent Officer”** shall mean an officer authorized by the Director.
9. **“Contract”** shall mean the contract for the work and shall include the Tender Documents, the Special Conditions of Contract, the General Conditions of Contract, the Letter of acceptance and the accepted rates, the offer, the Agreement and mutually accepted conditions in the authorized correspondence exchanged between the Contractor and the Competent Officer and any other document forming part of the contract.
10. **“Contract Amount”** shall mean the sum quoted by the Contractor in his offer and accepted by Competent Authority.
11. **“Contractor”** shall mean the individuals or firm or company whether incorporated or not, undertaking the contract and shall include legal representatives of such individual or persons composing such firm or unincorporated company or successors of such firm or company as the case may be and permitted assigns of such individual or firm or company. This shall be synonymous with term **“Bidder”** used in the Detailed Tender Notice and shall mean the successful **“Bidder”**.
12. **“Estate Officer”** shall mean the Associate Manager-Estate of Indian Institute of Management, Udaipur
13. **“Letter of Acceptance”** means the formal acceptance of Bid issued by the Competent Officer.
14. **“Owner”** shall mean the Director, Indian Institute of Management, Udaipur, Rajasthan.

15. **"Prescribed"** shall mean as prescribed in the Tender Document.
16. **"Specifications"** means the specifications referred to in the Tender and any modification thereof or addition or deduction thereto as may from time to time be furnished or approved in writing by the Competent Authority. In case where no particular specification is given, the relevant specification, where one exists, of the Bureau of Indian Standards shall apply.
17. **"Tender"** means the Contractor's bid offered to the Competent Authority for the supply of the Services and remedying of any defects therein in accordance with the provisions of the Contract, the installation and services as accepted by the Letter of Acceptance.
19. **"Time for completion"** means the time for completing the supply of services or any part thereof as stated in the Contract calculated from the Commencement Date.
20. **"Similar Work" and "Scope of work"** shall mean the "Development & Maintenance of **Horticulture or Landscaping Services**"
21. **The specifications mean the CPWD specifications related to the work with up to date correction slips and amendment thereto.**

Any term that has not been defined hereinabove, shall be governed by the meaning explained in Oxford Dictionary and/or should be determined by the General Clauses Act relevant to such contracts.

2. RETURNING OF EARNEST MONEY DEPOSIT (TENDER SECURITY AMOUNT)

- 2.1 The Earnest Money Deposit of the unsuccessful tenderers shall be returned after opening of the financial bid.
- 2.2 The Earnest Money Deposit will be refunded to the bidders without any interest whose offers have not been accepted. Earnest Money Deposit of the bidder whose offer is accepted will be kept until such time that the Performance Bank Guarantee is received.

3. PERFORMANCE GUARANTEE (SECURITY DEPOSIT)

3.1 The successful tenderer will deposit 5 % of the tendered value as Performance guarantee in the form of FDR/Bank Guarantee pledged in favor of "Director, Indian Institute of Management, Udaipur, Rajasthan" from any Nationalized/Scheduled Bank within 10 days of the acceptance of the Loa. The validity of Performance security will be of **12 months from date of award of work**. The performance security can be forfeited by order of the competent authority i.e. Director, Indian Institute of Management, Udaipur, Rajasthan in the event of any breach of negligence or non-observance of any terms/ condition of contract or for unsatisfactory performance or for non-acceptance of the work order.. The EMD deposited at the time of tendering will be returned after submission of the Performance Guarantee

4. SIGNING OF CONTRACT AGREEMENT

- 4.1 The successful tenderer shall enter into the contract and shall execute and sign the Contract Agreement in accordance with the Articles of Agreement on a non-judicial stamp paper of Rs. 500/- to be obtained by the successful tenderer.
- 4.2 The competent authority of the Client shall sign the Contract agreement and return a copy of the same to the successful tenderer.

5. CONTRACTOR'S OBLIGATIONS

5.1 The Contractor shall provide services at Client's premises as per Scope of Work (Section 4) which may be amended from time to time by the Client during the Contractual period and it shall always form part and

parcel of the Contract. The Contractor shall abide by such assignments as provided by the Client from time to time.

5.2 Contractor shall not engage any sub-contractor for the work assigned to him.

5.3 In the event of substandard performance or non-performance during the contract period, the client shall have the right to foreclose the contract and forfeit the Performance Guarantee/ Security Deposit.

5.4 The Agency/contractor has to make their own arrangement of machinery and T&P to undertake the work in mechanized manner.

5.5 On acceptance of the tender, the tenderer has to furnish a bar chart showing work completion schedule and submit it along with the performance security guarantee

6. VALIDITY OF CONTRACT

The contract, if awarded, shall be for 1 Year from the date of award. In case of breach of Contract or in the event of not fulfilling the minimum requirements / statutory requirements, the Client shall have the right to terminate the contract forthwith in addition to forfeiting the performance security amount deposited by the contractor and initiating administrative actions for black listing etc. solely at the discretion of the Competent Authority of the office of the Client.

7. PAYMENTS

7.1 RA bills to be paid when submitted along with supporting documents. Payment shall be made under actual measurement on a monthly basis.

7.2 All measurements of all items having financial value shall be entered by the contractor and compiled in the shape of the Computerized Measurement Book having pages of A-4 size as per the format of the department and shall be submitted offline 7th day of every month.

7.3 All payments shall be made in Indian Currency by means of NEFT/ RTGS in the account of the Contractor. Client shall be entitled to deduct in accordance with Applicable Law, Income Tax, GST or withholding tax or other deductions (as the case may be), from any payments made to the Contractor, and the amount so deducted shall be deemed to be a payment made to the Contractor. Client shall provide a certificate certifying the deduction so made. The contractor must submit monthly bills for a specific month in the first week of the following month, at the quoted monthly rate, with supporting documents and statutory compliances.

7.4 Monthly Account Payment shall be processed only after submission of document of payment of wages to the workers and undertaking regarding submission of contribution receipts of EPF & ESI of workers as applicable. The record of ESI/EPF contribution should be made available by the contractor as and when required by the Engineer in charge. Bidder should note that necessary documents (PAN card, cancelled cheque, GST Reg. proof and RTGS mandate form as per prescribed proforma of IIM Udaipur) be submitted as soon as the work is awarded to them.

7.5 Labour Welfare cess @ 1 % of gross value of work done shall be recovered from each bill paid to the contractor, if applicable.

7.6 No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.

Note:

Contractors should have financial capability to finance the project on their own without waiting for RA Bill payment from IIM Udaipur to progress on job.

-No mobilization advances shall be paid to the contractor.

8. FORECLOSURE OF CONTRACT DUE TO ABANDONMENT OR REDUCTION IN SCOPE OF WORK

If at any time after acceptance of the tender, Competent Authority shall decide to abandon or reduce the scope of the works for any reasons whatsoever and hence not require the whole or any part of the works to be carried out, the Estate Officer shall give notice in writing to that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

9.0 TAXES AND DUTIES

The rates quoted by the tenderer, shall be firm and final and inclusive of all taxes i.e. , TDS, Cess etc. but excluding of GST, the GST will be paid extra if applicable.

9.1 DEDUCTIONS

(i) GST/Income TAX and Surcharge

GST/Income Tax and Surcharge deductions shall be made from all payments made to the contractor including advances against work done, as per the rules and regulations in force, in accordance with the Income Tax act prevailing from time to time.

(ii) Labour welfare cess

The rates of the contractor shall be inclusive of labour cess. Labour welfare cess shall be deducted from the running payment of the Contractor against the value of work done as per the rules & regulations in force during the period of contract if applicable. Labour Welfare cess @ 1 % of gross value of work done shall be recovered from each bill paid to the contractor if applicable.

Every contractor, sub-contractor, affiliates, their legal assigns or heirs as the case may, shall be responsible for registration of every Building worker who has completed eighteen years of age but has not completed sixty years of age and who has been engaged in any Building or Other Construction Work for not less than Ninety Days during the preceding twelve months; with the Board/ Funds as applicable under various sections of "THE BUILDINGS AND OTHER CONSTRUCTION WORKERS (REGULATION OF EMPLOYMENT AND CONDITIONS OF SERVICE) ACT, 1996 and THE BUILDING AND OTHER CONSTRUCTION WORKERS' WELFARE CESS ACT, 1996.

10. RIGHT TO INSPECTION

The Competent authority or his/ her subordinates shall have unabridged right to inspect and supervise the day-to-day activity of the contractor to ensure maintenance of high quality standards conformity to the Contract specifications.

11. COMPENSATION FOR DELAY

If the contractor fails to complete the work and clear the site on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the Government on account of such breach, pay compensation amount as:-

Compensation for delay of work @ 2 % per month of delay to be computed on per day basis, Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10% of the Tendered Value of work.

The substandard work carried out shall be dismantled and redone. In case the substandard work done by the contractor is acceptable, it will be devalued. The decision of Competent Officer will be final and binding.

The Competent Authority or his representative shall have absolute powers to accept/ reject the materials brought to the site

12. TIME & EXTENSION OF DELAY

The time allowed for execution of the works as specified in the tender document or the extended time in accordance with these conditions shall be the essence of the contract. The execution of the works shall commence from the 10th day after issue of LoA or from the date of handing over of the site whichever is later. If the contractor commits default in commencing the execution of the work as aforesaid, the Earnest Money & Performance Guarantee/ Security Deposit submitted by the contractor shall be forfeited.

13. MATERIALS & MANDATORY TESTS

The contractor shall, at his own expense, provide all materials, required for the works. The contractor shall, at his own expense and without delay, supply to the Estate Officer, samples of the materials to be used on the work and shall get these approved in advance. All such materials to be provided by the contractor shall be in conformity with the specifications laid down or referred to in the contract. The Estate Officer shall, within three days of supply of samples, intimate to the contractor, whether samples are approved him or not. If samples are not approved, the contractor shall, forth with arrange to supply fresh samples. When materials are required to be tested in accordance with specifications, approval of the Estate Officer shall be issued after the test results are received.

14. CONTRACTOR'S LIABILITY

If the contractor or his working people or servants shall break, deface, injure or destroy any part of building in which they may be working, or any building, road, road kern fence, enclosure, water pipe, cables, drains, electric or telephone post or wires, trees, grass or grass land, or cultivated ground contiguous to the premises on which the work or any part is being executed, or if any damage shall happen to the work while in progress, from any cause whatever or if any defect, shrinkage or other faults appear in the work within three months after a final certificate or otherwise of its completion shall have been given by the Estate Officer as aforesaid arising ut of defect or improper materials or workmanship the contractor shall upon receipt of notice in writing on that behalf make the same good at his own expense or in default the Estate Officer cause the same to be made good by other workmen and deduct the expense from any sums that may be due or at any time thereafter nay become due to the contractor, or from his security deposit or the proceeds of sale thereof or of a sufficient portion thereof. The security deposit of the contractor shall not be refunded before the expiry of three months, after the issue of final certificate or otherwise, of completion of work, or till the final bill has been prepared and passed whichever is later.

15. LABOUR SAFETY PROVISIONS

The contractor shall at his own cost take all precautions to ensure safety of life and property by providing necessary barriers, lights, watchmen etc. during the progress of work as directed by Estate Officer In case of all labour directly or indirectly employed in work for the performance on the contractor's part of this contract, the contractor shall comply with all rules framed by Govt. from time to time for the protection of health and sanitary arrangements for workers. Guidelines issued by MHA, MoHFW and/or Govt. of Rajasthan in context of COVID -19 must be strictly followed at work place (site) by the contractor at his own cost.

16.WORKMENS COMPENSATION ACT

The contractor shall at all times indemnify the Competent Authority against all claims for compensation under the provisions of Workmen Compensation Act or any other law in force, for workmen employed by the contractor in carrying out the contract and against all costs and expenses incurred by the organization therewith.

17. DEVIATIONS/VARIATIONS EXTENT & PRICING

The client shall have power (i) to make alteration in, omissions from, additions to, or substitutions for the original specifications, drawings and instructions that may appear to him to be necessary or advisable during the progress of the work, and (ii) to omit a part of the works in case of non-availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the works in accordance with any instructions given to him in writing signed by the Estate Officer and such alterations, omissions, additions or substitutions shall form part of the contract as if originally provided therein and any altered, additional or substituted work which the contractor may be directed to do in the manner specified above as part of the works, shall be carried out by the contractor on the same conditions in all respects including price on which he agreed to do the main work within the deviation limit of 30% of the original quantities.

In the case of Extra Item(s) which are not available in BOQ being the schedule items (Delhi Schedule of Rates items), these shall be paid as per the schedule rate plus cost index (at the time of tender) plus/minus percentage above/ below quoted contract amount.

Payment of Extra/substitute items in case of non-schedule items (Non-DSR items) shall be made as per the prevailing market rate.

In the case of contract items, which exceed the limit(s) of quantity (ies) laid down in schedule, the contractor shall be paid rates specified in the schedule of quantities.

18. ESCALATION/ PRICE VARIATION

No claim on account of any price variation/ Escalation on whatsoever ground shall be entertained at any stage of works. All Rates as per Bill of Quantities (BOQ) quoted by Contractor shall be firm and fixed for entire contract period as well as extended period for completion of the works. No escalation/ price variation clause shall be applicable on this contract.

19. EXECUTION OF WORK

The contractor shall execute the whole and every part of the work in the most substantial and workman like manner both as regards materials and otherwise in every respect in strict accordance with the specifications.

The contract shall comply with the provisions of the contract and execute the works with care and diligence and maintain the works and provide all labour and materials, tools and plants including for measurements and supervision of all works, structural plans and other things of temporary or permanent nature required for such execution and maintenance in so far as the necessity for providing these is specified or is reasonably inferred from the contract. The contractor shall take full responsibility for adequacy, suitability and safety of all the works and methods of construction.

20. LAWS & ACTS

The following Laws/Acts will be applicable on the Contract:-

- (i) Contract Labour Act.
- (ii) Minimum Wages Act.
- (iii) Indian Contract Law.

21. RISK & COST

Non completion of work or willful abandoning the work or non fulfillment of any condition of contract shall render the contract liable for termination of his contract. Upon such termination the work shall be taken out of his hand and will be got executed at the risk and cost of the defaulting contractor. The extra cost incurred shall be recovered from the dues of the defaulting contractor or as per the legal course of action available

with the department. The same will be applicable for defect liability period of 12 month for the work executed by the agency. The agency have to resolve all type of complaints regarding the work carried out by him till the completion of Defect liability period of 12 months, if the agency fails to do so, the performance guarantee./ security deposited shall be forfeited and the work will be carried out by the other agency on Risk & Cost.

22. DISPUTES & ARBITRATIONS

Any dispute, difference or question with regard to any matter in connection with this contract, shall be referred to two arbitrators, one to be nominated by each party. In case of difference between the Arbitrators, the decision of the umpire appointed by the Arbitrators shall be final and binding on both the parties. The appointment of the arbitrators and the procedure to be followed shall be governed by Indian Arbitration and Conciliation Act, 1996 or any statutory modification thereof. The arbitrators or the Umpire may from time to time with the consent of the parties extend the time for making and publishing the Award. The arbitrators and Umpire shall be Engineers only. The Contractor shall continue to execute the work at site during the arbitration proceedings, and maintain the same pace of progress of work and required under the conditions of contract.

23. FORCE MAJEURE - OBLIGATIONS OF THE PARTIES

"Force Majeure" shall mean any event beyond the control of Client or of the Contractor, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected, and which could not have been prevented by exercise of reasonable skill and care and good industry practices and shall include, without limitation, the following:

- (i) War, hostilities, invasion, act of foreign enemy and civil war;
- (ii) Rebellion, revolution, insurrection, mutiny, conspiracy, riot, civil commotion and terrorist acts;
- (iii) Strike, sabotage, unlawful lockout, epidemics, quarantine and plague;
- (iv) Earthquake, fire, flood or cyclone, or other natural disaster.
- (i) As soon as reasonably practicable but not more than 48 (forty-eight) hours following the date of commencement of any event of Force Majeure, an Affected Party shall notify the other Party of the event of Force Majeure setting out, inter alia, the following in reasonable detail: The date of commencement of the event of Force Majeure;
- (ii) The nature and extent of the event of Force Majeure;
- (iii) The estimated Force Majeure Period,
- (iv) Reasonable proof of the nature of such delay or failure and its anticipated effect upon the time for performance and the nature of and the extent to which, performance of any of its obligations under the Contract is affected by the Force Majeure.
- (v) The measures which the Affected Party has taken or proposes to take to alleviate/mitigate the impact of the Force Majeure and to resume performance of such of its obligations affected thereby.
- (vi) Any other relevant information concerning the Force Majeure and / or the rights and obligations of the Parties under the Contract.

24. CORRUPT & FRAUDULENT PRACTICES

Director requires that bidders under the resultant contract observe the highest standard of ethics during the period of contract. In pursuance of this policy, the Director:

- (a) Defines, for the purpose of these provisions, the terms set forth below as follows:
 - (i) "**Corrupt practice**" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public servant; and
 - (i) "**Fraudulent practice**" means a misrepresentation of facts in order to influence the execution of a contract to the detriment of the Employer, and includes collusive practice among Applicants / Bidders (prior to or after bid submission) designed to establish bid prices as artificial non-competitive levels and to deprive

the Employer of the benefits of free and open competition.

(b) Will reject a proposal for award of contract, if it is determined that the Applicant recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question will declare an Applicant/ Bidder ineligible, either indefinitely or for a stated period of time, for award a contract/ contracts, if it at any time it is found that the Applicant/ Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing the contact.

25. Safety Codes :Ensuring safety at site for the captioned work need to be observed / ensured in accordance with the provision content in handbook of CPWD related to safety health & environment to the extent applicable to this work at IIM Udaipur. Decision in this regard will be governed by the competent authority of IIM Udaipur which shall be final and binding to the contractor.

26.Fire Safety : This will be as per the Fire Safety codes of the CPWD to the extent applicable to the IIM Udaipur. Decision in this regard will be governed by the competent authority of IIM Udaipur which shall be final and binding to the contractor.

SCOPE OF WORK **(Special Terms and Conditions)**

Name of work : Annual Maintenance of Horticulture Services at IIM Udaipur..

SCOPE OF WORK

The approximate total area of Indian Institute of Management Udaipur, Balicha Campus is 300 acres. The detailed bifurcation of required horticulture services with the area is mentioned schedule of Quantity.

1. **Price Bid:** The Contractor must include the cost of all man power, material (Tools/ Machinery/ /Seeds/ etc) , Cartage or transport, Spare Parts etc. ,uniform of workers, ESI & PF and all other taxes and duties and all activities enumerated in the schedule and specifications but excluding of GST, the GST will be paid extra if applicable.
2. **Period of Contract:** Initially contract will be awarded for one year. Post completion of One year, the contract may be extended further for maximum of Two more year in a spell of One year each subject to satisfactory services at the sole discretion of IIMU on annual basis .In any case the total period of contract will not be extend beyond Three years.
3. **Commencement of work:** The Contractor shall commence the work with effect from 15th July 2025 or as per date mentioned on the work order, whichever is earlier.
4. The workers engaged by contractors will not be on payroll of the Institute and will not be entitled to any benefit as applicable to the employee of the Institute.
5. The workers should be within the age group of 20 to 60 years. The contractor shall be fully responsible for the work allotted to him and he or his workers shall not indulge in any other activities than doing specified job allotted to them. In case of any loss/damage to Institute property or its interest the competent authority shall be free to impose penalty of equivalent value of loss/damage as decided by the competent authority of the Institute.
6. In case the integrity, character and behavior of any of the contractor's worker is found doubtful, she/he would be replaced by the contractor on receiving instruction from the competent authority of the Institute.
7. The employed workers for this contract is the SOLE responsibility of the Contractor. Any compensation for disengagement on account of death, disability of any labors(s) provided for deployment in the Institute, even if such disability manifests after the termination of the contract shall be the contractor's exclusive & sole liability and also responsibility.
8. The contractor is wholly responsible to supply the worker in the Institute premises. If any accident/untoward incident happens, on account of improper workmanship or lack of safety precautions during duty, the contractor is wholly responsible for settling the case with police/court lies with the contractor.
9. If the contractor fails or neglects to render the said service or any part of the services to the extent of satisfaction level of the Institute. OR if the contractor commits breach of any of its obligation. The Institute holds the discretion to terminate the contract for any reason whatsoever on giving three months'

written notice. The contractor shall have no claim if the period of contract is curtailed.

10. If the contractor wish to discontinue the contract, he/she will have to give three months' notice well in advance (in writing) to the competent authority of Institute, for discontinuing the work.

11. The Director of the Institute shall have absolute right to impose penalty for unsatisfactory services rendered by the contractor. The decision of the Director, Indian Institute of Management UDAIPUR regarding any disputes whatsoever arising out of the contract will be final and binding on the contractor.

12. The tenderer shall acquaint himself with the proposed site of work.

13. The complete work as specified in SOQ (Schedule of Quantities) or as directed by Estate Officer or Estate Office representative shall be bound on contractor/tenderer to undertake the work.

14. The entire premise is to be kept free of any debris at the working site. The demolished/dismantled materials required to be dumped at the designated dumping site in consultation with Estate Officer and the same required to be disposed at designated Dumping Site on regular basis. The contractor has to maintain the designated dumping site within the campus neat and clean and also has to clear any dumped material brought at the site during execution of the awarded work whenever he asked for. The cost for the same is inclusive in the rates quoted against the items available in schedule of quantity. No extra payment for the same shall be paid.

On account of security consideration, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor shall be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.

1. The contractor shall be responsible for the watch and ward of all materials brought by the contractor to site against pilferage and breakage during the period of installation and thereafter till the works are physically handed over to the department
2. All materials to be incorporated in the work shall be arranged by the contractor and shall be in accordance with the specifications laid down.
3. The contractor shall take all preventive measures against any damage caused by rain, snowfall, floods or any other natural calamity, whatsoever during the execution of the work.
4. In case any material / work is found sub-standard the same shall be rejected by the Estate Officer/ Architect representative and the same shall be removed from the site of work within 48 hours, failing which the same shall be got removed by the Estate Officer at the risk and cost of the contractor without giving any further notice and time.
5. The work will be carried out as per CPWD Specification 2019 Vol. I & II and up to date correction & amendment slips. Those items which are not available/covered under the CPWD Specification 2019 Vol. I & II. General specification will prevail as per the material & labour consumed in the work.
6. All terms & conditions laid down in CPWD DSR 2020 for Horticulture services shall be applicable.
7. The rates quoted by the tenderer shall be firm and fixed for the entire period of completion and till handing over of the work, No revision to Percentage/ Item rates or any escalation shall be allowed on account of any increase in prices of materials, labour, POL and Overheads etc. or any other statutory increase during the entire contract period of extended contract period.
8. No worker/employee of the Agency shall be allowed to stay in the premises of IIM Udaipur. The security of workmen, materials, equipment stores etc. within the area allotted to the contractor shall be the

responsibility of the contractor.

9. No littering shall be allowed in the premises and routine disposal of debris shall be ensured by the contractor.

Detailed Scope of Work:

The scope of work shall include the maintenance and upkeep of all the areas/places and trees as specified hereunder throughout the year: -

1. Lawn Areas.
2. Planted Trees (existing and those planted under Campus Green Initiative from time to time).
3. Shrubs/Plants (existing, those kept in the Institute's nursery and those planted under Campus Green Initiative from time to time).
4. Ground Covers (including those kept in the Institute's nursery).
5. Indoor Plants (including those kept in the Institute's nursery).
6. Hedges along the road side/other areas.
7. Cleaning pebbles of moss, dust etc. spread over different locations.
8. Cutting and pruning of grass/weeds along three-meter-wide of Campus road sides, building surroundings, area surrounding the dewats (including pathways), and area around trees and shrubs, both existing and those planted under Campus Green Initiative in the Campus. After pruning of grass/weeds, the entire stretch of road should be cleaned by brooming the road.
9. Trimming or cutting of branches or trees as required.
10. Pathways in the Lawn Areas.
11. Potted Plants.
12. Potting of new plants
13. Planting and maintenance of new plants/trees.
14. Maintenance of trees free of wild growth, creepers and invasive plants
15. Maintenance of Building Surrounding Areas free of wild growth and creepers/invasive plants.
16. Maintenance of Drains along the Roads/other Areas free of silt, wild growth and creepers/invasive plants
17. Develop and Maintenance of Horticulture Nursery.
18. Maintenance of Vermi compost and ordinary compost
19. Miscellaneous (or) any other task as and when given by the Institute

3. The contractor should

1. Cleaning daily the entire area earmarked for maintenance by removing fallen dry leaves and all types of waste materials lying in the garden area conveying and disposing of collected wastes in a place specified by the Estate officer/Engineer-in-Charge from the edge of the Garden/Lawn/Boundary of flower beds etc. with all necessary tools and plants (Refer to List of minimum tools and equipment).
2. Watering the whole area of lawns/garden, turfs, and flower beds under the contract based upon requirement, uniformly, using all tools and tackles like rubber hoses, and sprinklers.
3. Applying manure (Supply of manure measured separately) as per the direction of the Estate officer/Engineer-in-Charge.
4. Applying composite manure or fertilizer as the case may be to pits once a month all as instructed by the Estate officer/Engineer-in-Charge (Manure supply shall be measured and will be paid separately).

5. Removal of undesirable weeds and the like from the lawns, turfs, flower beds, pits hedge pits, etc. from time to time as per the schedule and as per the direction of the Estate officer/Engineer-in-Charge.
6. The schedule of maintenance works is to be carried out area-wise at site schedule shall be followed as directed by the Estate officer/Engineer-in-Charge.
7. Maintenance of potted plants both indoors and outdoors available at IIM Udaipur as per detailed specifications, including watering daily, changing the location of indoor pots in all locations as required or directed, maintenance of pots at all as per specifications and directions of the Officer In-charge.

3.1. Table:1: Scope of work Horticulture – Landscape gardening at IIM Udaipur

S.No	Item
	Part A
1.	Complete maintenance of trees (Outside garden features), jobs like making of basin at regular interval i/c watering, weeding, pruning & application of fertilizer etc., (Supply of fertilizer measured separately on chargeable basis but T & P material/articles shall be provided by the contractor) and as per direction of Estate officer/Engineer-in-Charge.(up to 3-4 years age)
2.	Complete maintenance of trees (Outside garden features), jobs like making of basin at regular interval i/c watering, weeding, pruning & application of fertilizer etc., (Supply of fertilizer measured separately on chargeable basis but T & P material/articles shall be provided by the contractor) and as per direction of Estate officer/Engineer-in-Charge.(4-8 years age)
3	Complete maintenance of shrubs (Outside garden features), jobs like making of basin at regular interval i/c watering, weeding, pruning & application of fertilizer etc. excluding the cost of material which shall be supplied by the department as per direction of Estate officer/Engineer-in-Charge
4	Complete maintenance of the entire Hedge/Edge including Cutting, removing of cut material, cleaning, hoeing of hedge/edge bed watering, manuring and applying insecticides and fungicides etc excluding the cost of material which shall be supplied by the department and as per directions of Estate officer/Engineer-in-Charge.
5	Complete maintenance of the entire garden features having as per yardstick in the garden area i.e. lawn trees, shrubs, herbs, edge, flower beds, foliage's, creepers etc. including hoeing, weeding, pruning, replacement of plants, gap filling, watering, mowing of lawn, grass cutting by lawn mover and brush cutter, removal of garden waste, applying insecticide, pesticide & fertilizers(whenever required) top dressing of lawn with good earth and manure and maintenance of other garden related works as directed by office-in charge(Cost of Good Earth, Manure, Fertilizer, Insecticide, Pesticide will be provided by the Department & lawn mover and brush cutter with fuel and other T & P material/articles shall be provided by the contractor.) and as per direction of Estate officer/Engineer-in-Charge.
7	Maintenance of earthen/plastic potted plants in displayed at Acedemic block and other area including application of good earth, manure, insecticide, pesticide and fertilizer, removing of dry parts by pruning, cleaning dry leaves and displaying in appropriate place and replacement of broken pots colouring of pots and change of location of pots and replacing with fresh plants as and when required (Materials provided by the Per Pot / department) as per direction of Estate officer/Engineer-in-Charge



8	Maintenance of earthen/plastic potted plants in displayed at multi-storied office buildings, flats and ground floor bungalows, office complex including the application of good earth, manure, insecticide, pesticide and fertilizer, removing of dry parts by pruning, cleaning dry leaves and displaying in appropriate place and replacement of broken pots and change of location of pots and replacing with fresh plants as and when required. (Materials provided by the Per Pot / department) as per direction of Estate officer/Engineer-in-Charge
9.	Supplying of semi-skilled manpower (Tractor Driver with helper) for Institute Hired Tractor (The Driver should have valid tractor driving license) (As per CLC wages)

	Part B-I
10	Plantation of Trees, Shrubs, and Hedge at site i/c watering and removal of unserviceable material's as per direction of Estate officer/Engineer-in-Charge (excluding cost of plant) and as per requirement and as per directions of Estate officer/Engineer-in-Charge.
11	Clearing grass and removal of the rubbish up to a distance of 50 m outside the periphery of the area cleared as per direction of Estate officer/Engineer-in-Charge.(as per the requirement).
	Part B-II
12	Supply, stacking and application of dump manure (Cow dung /Gobar) at site from approved source as per the direction of the Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.(manure measured in stacks, will be reduced by 8% for payment).
13	Supply, stalking and application of DAP (Di Ammonium Phosphate 18-46-0) at the site as per the instructions of the Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.
14	Supply, stalking and application of Urea (Nitrogen=46%) at the site as per the instructions of Estate officer/Engineer-in-Charge.(including cost of material, loading, unloading and transportation etc.)
15	Supply, stalking and application of MOP (Muriate of Potash-60%) at the site as per the instructions of Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.
16	Supply, Staking and application of Insecticide, fungicide, Herbicide as and when needed as per the direction of the Estate officer/Engineer-in-Charge. For the entire Horticulture area within the campus. including cost of material, loading, unloading and transportation etc.
17	Supply, stalking and application of Neem cake (Organic fertilizer) at the site as per the instructions of Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.

5. Basin preparation, weeding, soil loosening, branch pruning & other horticulture practices suggested by the Estate officer/Engineer-in-Charge of avenue trees.

6. Deploying experienced and qualified supervisor to supervise the maintenance activities, and horticultural works such as maintenance of the garden area, flower plants, trees, clearing grass, leaves, etc.

all as envisaged in the work order, arranging all materials, tools, and workforce, planning and supervising the day to day maintenance, repair works, development work and any work entrusted to the contractor under this contract, keeping of day to day records, work register, attendance register, logbooks, complaint register, progress reports etc. as per the specification and as directed by Estate officer/Engineer-in-Charge. The supervisor shall be present at the site during the execution of all works that will be executed under this contract and assist the officer and staff of the department in carrying out the works under this contract. Alternate arrangements shall be made by contracts during the absence of the supervisor. The supervisor shall have a minimum qualification of Degree/Diploma in Horticulture/Science or shall have a minimum of five year“ experience in Horticulture & landscaping works.

7. The contractor shall deploy only the Skilled Supervisors, Semiskilled worker and unskilled workers cleared by IIM Udaipur or Estate officer/Engineer-in-Charge accordingly The candidate cleared by the Department only shall be deployed. The contractor shall certify their good anticipants and character before deploying them.

8. In case the department requests the services of any supervisor or gardener/helper on holidays, early hours, or late hours, the contractor shall make suitable arrangements and the same shall be compensated on a prorated basis.

9. The contractor shall abide by all prevailing statutory state/central labour laws and regulations, including insurance, EPF, ESI, medical claims, etc. contractor shall be solely responsible for the same.

10. The contractor shall ensure that the personnel engaged by him shall scrupulously follow all safety and security norms and security & safety requirements of work. Any damages/loss to IIM Udaipur properly by these workers due to carelessness shall be recovered from the bills of the contractor. The decision of IIM Udaipur on this behalf concerning the cause of damage and quantum shall be binding on the contractor and shall be final.

11. The contractor shall provide the basic tools of the respective trade required for the performance of the gardeners and helpers deployed by him and they should strictly follow personal hygiene and safety requirements at the work site. The rate quoted shall be inclusive of the same.

12. If any personnel are found not suitable for deployment the department shall have the right to debar him from attending to work from immediate effect without assigning any reason and no claim whatsoever shall be entertained.

14. The contractor should deploy the required workforce daily as per the requirement. There shall be an attendance register which shall be signed by the Supervisor and the workers every day while reporting for duty and while leaving duty in the evening. In case of non-deployment of manpower as agreed in Annexure-IV, penalty will be imposed on the agency as per the following.

i) Non deployment of Unskilled manpower: 800/person/day.

ii) Non deployment of skilled manpower /Supervisor: ₹1000/person/day.

15. Non- Compliance of work: -

In the event of failure to comply with the awarded work within the stipulated time, the penalty will be imposed as double of actual expenditure incurred in attending the same by another Agency. Any accident due to negligence in following safety procedures is purely the responsibility of the Contractor. The department is not responsible for any accidents/damages/deaths. The safety of all the staff of the Contractor is the sole responsibility of the Contractor.

16. Seasonal plants should be plant in winter/summer season at different locations in the campus as per the requirement and as directed by the Estate officer/Engineer-in-Charge. (the plant materials shall be provided by the agency through in house nursery/outside), No separate payment will be made in this

regard.

17. Minimum Tools, and Equipment:

17. a. List of minimum tools supplied by the contractor for the Part-A work carrying out the maintenance of Horticulture works and shall be available throughout the contract period.

Name of the equipment /item	Quantity Nos.
Motorised Lawn Mower's	1
Manual Lawn Mower	1
Secateurs	5
Hedge trimmer	2
Chain Saw/Power Saw	1
Weeding hoe/Khurpi	20
Pruning/hedge Shear	10
Brush Cutter	2
Sprayer	2
Garden pipes (30 metre)	1 inch Wherever required
Watering cans (5 liters)	4
Mobile Sprinklers	Wherever required
Ghamela	Wherever required
Spades	10
Crowbar	10
Pick Axe	3
Axe	3
Garden Rakes	2
Garden Knife	4
Sickle	5
Garden Trolley	3
Tractor Trolly	4

17. b. Part B: Separate tools and equipment are to be deployed when required and as per the instructions of the Estate officer/Engineer-in-Charge.

17c. Minimum manpower deployment Minimum number of persons to be deployed for day-to-day maintenance & other horticulture work.

S.No.	Workforce	Quantity	
1	Highly Skilled (Supervisor)	1	To supervise the entire work on campus.
2	Skilled	4	For Horticulture & Landscaping work Monitoring & supervision of mali/worker
4	Unskilled/Worker/Mali	12	Workers.

17. d. The following are the qualification & experience pre-requisites of the staff deployed:

- **Highly Skilled:** Shall either have a minimum qualification of Diploma/B.Sc. in Horticulture / Agriculture/Ag Engg./Science, or Shall have a minimum of 5-8 years of experience in the field of landscape and horticulture maintenance works.
- **Skilled:** Shall either have a minimum qualification of Diploma in Horticulture/ Agriculture/Ag Engg./Science or shall have a minimum of 3-4 years of experience in the field of landscape and horticulture maintenance works.
- **Tractor Driver (Semi-skilled :)** Shall have good experience and valid Driving license, timely maintaining tractor and related equipment's as per the instructions of Estate officer/Engineer-in-Charge.
- **Unskilled/Gardner:** They should know how to maintain horticulture and landscape works(2-4 Years experience).

17.e The scope of work is only indicative of the probable nature of work and the entire scope of maintenance is not limited to the information furnished above and shall include all such maintenance activities for proper healthy gardens.

SPECIFIC CONDITIONS:

Contractors shall engage and deploy experienced highly skilled worker, / skilled worker, & unskilled workers/Mali to gardeners who have experience in working mechanisms for attending to the maintenance of landscape and horticulture works. So, engaged skilled supervisors and Gardeners/unskilled workers/helpers shall have the ability to control landscape and horticulture maintenance works.

1. Cleaning is required in all gardens/all Lawn areas and benches etc. Wherever required cleaning work shall be carried out.
2. Maintenance should include pesticide spraying, regular watering, trimming, shaping, grass cutting, and keeping the area clean in all aspects and to the satisfaction of the Client. During the summers the soil is to be mulched on top with straw and leaves to retain the humidity of the soil, for all kinds of lawns, tree pits, shrub beds etc.
3. The Agency shall take all precautions and observe adequate safety measures during the execution of services, and shall not hamper the movement of students/staff in all Garden/all Lawn areas, etc.
4. For carrying out the above job the contractor has to make arrangements for tools, tackles and measuring equipment, measuring meters, safety, and protective devices for carrying out the work.
5. IIM Udaipur is an Educational & research institute and has critical manpower requirements. Please note maintenance should be done in such a way that there shall not be any hindrance to the user.
6. During emergencies like rain etc., manpower has to work beyond specified work hours, as required.
7. Contractors should deploy landscape staff having experience in handling maintenance and have ability to do landscape works.
8. As the work involved is quite specialized and continuous monitoring is required, absenteeism of the contractor's employees will not be tolerated. The Estate Officer is authorized to make penal deductions in the bills for absenteeism and non-compliance of the work. The contractor will ensure proper supervision all the time. In case of deficiency, the penalty will be imposed.

9. All the labour and expertise are included in the scope of work. No extra payment will be made for carrying out routine documentary and preventive maintenance.
10. It is presumed that the contractor will deploy skilled manpower as required.
11. All the assured works should be attended immediately, in case frequency/work demands more manpower, the contractor will arrange additional manpower so as not to disturb the research activities.
- Payment for the additional manpower will be made extra based on minimum wages as per recent amendment plus contractor profit.
12. It is fully the contractor's responsibility to deploy qualified Supervisors and helpers with relevant Qualifications.
13. The contractor will ensure consistency of work and workforce, correct troubleshooting, good workmen follow all safety procedures, and make all necessary efforts to maintain a healthy environment and reliable services.
14. It is purely the contractor's responsibility to get his staff acquainted with the site condition, operation and maintenance procedure, Equipment detail, Safety devices, Scope of work, etc.
15. The contractor shall ensure that the deployed staff have basic qualifications and are capable of handling work as stipulated in the scope of work.
16. The minimum wage of the staff should not be less than the minimum Wage Act applicable to the respective category/experience.
19. The contractor will submit their detailed scheme to carry out the above work along with the tender. In case of an error in typing, a report of different figures, only stringent conditions will apply.
20. The GST No. of IIM Udaipur to be written in each invoice/bill submitted by the contractor. The GST amount will be released by the Institute after submission of proof of GST payment.
21. The Agency/ Firm shall be equipped to give the services on all days of the month including gazette holidays if required i.e., round the period of contract as work specified in NIT except for three National Holidays i.e., Republic Day, Independence Day and Gandhi Jayanti and the same is deemed to be included in the daily / monthly charge claimed in tender by the Agency/ Firm.

IIM Udaipur reserves the right to review the performance and if the performance is not satisfactory during the initial period of three months, the work is likely to be terminated. The contractor has to forego the Performance Bank Guarantee amount.

UNIFORM, SAFETY SHOE, SAFETY HELMET, SAFETY JACKETS & IDENTITY CARDS:

Two pairs of Uniform for each workforce i.e., Pant, Shirt along with Safety Shoes, Safety Jackets & Identity cards, etc. shall be provided within 15 days of commencement of work. The uniform should be in a decent manner. The colour will be decided by the Estate officer/Engineer-in-Charge. All workforce shall wear the uniform, safety shoes, safety helmets, Safety Jackets & identity cards while on duty.

SAFETY: The contractor shall be responsible for the safety of all its workmen/employees during the period of execution of the work. The contractor shall provide all safety equipment like safety shoes, safety helmets, Safety Jackets, safety belts, etc., to all its workmen/employees to ensure their safety during the execution of the work. The IIM Udaipur shall not be held responsible in case of any accidents, mishaps, etc. to the contractor and its employees. The contractor shall provide a firstaid facility at the site for his workforce. The contractor shall report all accidents/ near misses etc., along with the root cause analysis and action taken reports to IIM Udaipur.

CONTRACTORS RESPONSIBILITIES (PART-1)

MAINTENANCE OF LAWN AREAS.

The maintenance of lawns includes weeding, trimming and pruning of grass by lawn mowing of grass cutting machines, top dressing, checking of grass, using of manure, fertilizers, spraying of insecticides, pesticides, fungicides, weedicides, sweeping and watering etc. and other works related to horticulture as per needs from time to time. Replanting of lawn if required including preparation of ground in the Institute

1. The complete lawn areas (including interlinking paver areas where grass has been planted in the landscaped areas) have to be cleared from the growth of all types of weeds and other undesirable foreign growth by rooting out.
2. All the lawn areas have to be uniformly mowed at regular intervals (at least once in a month or as and when required) in order to achieve proper and uniform growth of grass. It has to be ensured by the Contractor for making lawn area completely free from weeds, before beginning the mowing operation.
3. The grass cut have to be disposed-off as per instructions of the concerned officer of the Institute.
4. Chemicals supplied by the Contractor have to be applied uniformly at the recommended dosage or as per the instructions of the Institute, immediately after cutting of the grass or as and when required, in order to eliminate insects, pests etc. and to control diseases. (Separate payment will be made for Chemical/fertilizer/Anti termite chemical/pesticides etc).
5. Fertilizers/manure supplied by the Contractor have to be applied uniformly at the recommended dosage or as per the instructions of the Institute, immediately after cutting of the grass is over or as and when required. (Separate payment will be made for Chemical/fertilizer/Anti termite chemical/pesticides etc).
6. Anti-termite chemicals supplied by the Contractor have to be applied uniformly at the recommended dosage or as per the instructions of the Institute, immediately after cutting of the grass or as and when required in order to control the termites attack on grass. (Separate payment will be made for Chemical/fertilizer/Anti termite chemical/pesticides etc).
7. The grass has to be checked regularly in order to ensure that the lawn is completely free from insects, pests, termites, etc. which may harm the lawn.
8. The Contractor has to always ensure uniform and healthy growth of grass and plants.

MAINTENANCE OF PLANTS, SHRUBS, TREES, GROUND COVERS ETC.

- a. Regular check-up has to be done to ensure the healthy growth of all outdoor and indoor plants (including the potted plants).
- b. Proper moisture content in the soil around the root zone has to be ensured.
- c. Weed growth in the basins of plants must be eliminated. The growth of turning grass has to be fully controlled in the basins of the plants.

- d. Manure/fertilizer supplied by the Contractor has to be applied uniformly at the recommended dosage or as per the instructions of the Institute.
- e. Chemicals/insecticides/pesticides, anti-termite chemicals etc. supplied by the Contractor have to be applied uniformly at the recommended dosage or as per the instructions of the Institute.
- f. Soil around the root zone of the plant/tree/shrub etc. has to be loosened for manure application.
- g. Contractor has to ensure availability of water to plants/grass, immediately after the manure/fertilizer application.
- h. Pruning of all types of plants has to be done immediately after flowering (for flowering species) or as and when required for foliage/ornamental species.
- i. All the removed portions of wild growth, weeds, invasive plants and decayed/dead leaves/branches have to be removed and disposed off immediately in a common/an identified location as instructed by the representative of the Institute to the Supervisor.
- j. Dust from the leaves has to be cleaned frequently using running water.
- k. Dead/unhealthy plants have to be replaced with the similar variety plants of the same height and leaf density. The contractor may get the plants for replacement from the Institute's Nursery to the work site.
- l. All plants/ Trees/shrubs shall be properly protected from wind or inclement weather by staking or other suitable horticultural practices.
- m. All the hedge plants/ground covers etc. must be trimmed in to good condition as instructed by the Institute.
- n. All the healthier cut portions of plants while pruning have to be delivered to the Nursery for proliferation purposes and the remaining residues have to be cleared from the site immediately.
- o. Moisture content in the root zone soil has to be checked while watering to the indoor plants (excluding potted plants).
- p. All the indoor plants shall be shifted at regular intervals and replaced with new plants.

1. Planted Trees Upkeep.

Planted trees include avenue trees and other trees newly planted at various locations in the academic area and residential area surrounding the rain water harvesting ponds, landscaped areas/along the road sides which needs to be maintained. Maintenance of trees include protecting the trees from weeds, wild growth/invasive plants, watering and manuring, and taking any other eco friendly measures to ensure faster and healthy growth of the trees.

2. Hedges along the Road Sides/other areas.

Hedges along the road sides from Main Gate to Admin Block /Guest House/Residential Block and those planted as part of landscape should be maintained and wherever decayed/withered away should be replaced with new ones. The same is to be cut/pruned as and when required or directed by the Officer Incharge (Horticulture) of Institute.

3. Cleaning of Pebbles of Moss.

Cleaning pebbles of moss, dust etc. spread over different locations including all play-grounds in the proximity of buildings twice in a month.

4. Cutting and pruning of grass/weeds along the road sides/step sides.

The grass/weeds along both the sides of the road/steps, building surroundings, area surrounding rainwater harvesting ponds including pathways, and around the planted trees and shrubs, both existing and new ones planted in the campus should be cut and pruned at least once in a month. The cutting of the grass/weeds should be up to 2 to 3-meter-wide from both the sides of step/road, drain/hedges sides and building surrounding. It should be up to 7-10 meters into the inner side of hairpin curves of the road and rainwater harvesting ponds including pathway. After pruning of grass/weeds, the entire stretch of road should be cleaned by brooming the road by horticulture workers.

5. Trimming of Branches of Trees.

The branches of trees are required to be trimmed at times/as and when required at the following areas as per the instructions of the Estate officer/Engineer-in-Charge (Horticulture) of Institute.

- a. Along all the road sides of the Campus which hinder free vehicle traffic.
- b. Which are leaned over the buildings to prevent creepers/ snakes entering the building.
- c. Which hinder the line of sight of antennas placed at various building premises/residential areas.

6. Pathways in the Lawn Area.

All concrete pavements in the academic lawn areas should be maintained in such a way that no vegetation should be grown over the pre-cast concrete interlocking pavers. However, grass pavers should be having grass duly cut/pruned along with the lawns.

7. Potted Plants.

All the potted plants in the Campus area including those in the nursery to be maintained. In case of breakage of pots the same may be replaced with similar item at the cost of contractor. Watering, manuring, keeping proper height/ symmetry of the plants in the pot, re-potting of plants. The pots should be neatly painted in red snocem colour at least once in three months or on important occasions such as annual convocation, valedictory function, visit of VIPs /dignitaries as instructed by the Estate officer/Engineer-in-Charge (Horticulture) of the Institute.

8. Maintenance of Building Surrounding Areas

All surrounding areas of the existing/under construction buildings of the Institute Campus shall be cleared off/rooted out of grass/weeds all times.

9. Maintenance of Nursery

The contractor has to maintain the horticulture nursery and potted plants therein by doing all horticultural operations like weeding, hoeing, watering, mixing of manure and fertilizer including application of plant tool, spraying of insecticides, pesticides, fungicides, etc and preparation of seedlings by sowing of seeds, bulbs, rhizomes, cuttings, grafting, layering, gootying, etc and plantation of seedlings in pots and shifting of potted plants as and when required for replacement at various places in the Campus or as instructed by the representative of the Institute.

10. Potting of new plants and planting and maintenance of trees/tree saplings:

Whenever Contractor procures new plants and tree saplings it shall be the responsibility of the

contractor to do the potting of new plants and planting and maintenance of new tree saplings. Maintenance of trees include protecting the trees from weeds, wild growth/invasive plants, watering and manuring, and taking any other ecofriendly measures to ensure faster and healthy growth of the trees.

11. Maintenance of Vermi and Ordinary Composts:

The Vermi compost and ordinary compost shall be maintained regularly filling the pits and shifting the composts at the required intervals.

12. Miscellaneous.

All other landscaping maintenance works which are not specifically mentioned in the tender document but are relevant as per the standard horticultural practices shall be carried out as instructed by the Estate officer of Institute.

- a. All the landscaped areas have to be kept clean from dried & decayed materials and other unwanted materials.
- b. The landscaped areas should be kept free from weeds, wild grasses other unwanted growth and other foreign growths by rooting them out.
- c. The scope of work enumerated above is not exhaustive but indicative.

PLANTS (TECHNICAL SPECIFICATION)

General Plant categories:

- i. Grass planted in the lawn areas
- ii. Trees
- iii. Shrubs
- iv. Flowering Plants
- v. Foliage/Ornamental Plants
- vi. Aquatic Plants
- vii. Ground Covers

CONTRACTORS RESPONSIBILITIES (PART-3)

1. The Contractor shall depute a supervisor at site as a single point of contact to IIMU. The supervisor will take care of all the work carried out by the agency and maintain all the requisite documents/registers. The deputed Supervisor should have minimum 5 years of experience of similar work, and he should be well versed with Know-how of Horticulture related work. All the other Manpower shall be as per BOQ of Tender document.

- **The Contractor should have a valid labor contract license issued by Labour Commissioner for employing laborers in the current contract.**
- Give Uniform and Identity Card to all the workers and Supervisors.
- Provide all the agricultural implements like lawn mower, spade, garden rake, hand cultivator, garden trowel, secateurs, water hose (if required), grass shears, hedge shears, knife, garden can,

sprayers and other useful implements for the work.

- Keep under safe custody, all the tools, the fertilizers/manure/ chemicals/fuels, etc. supplied by the Contractor and avoid misuse of the same.
 - Ensure adequate safety precautions while using all types of chemicals used for the application to the plants like providing shoes, mask, gloves, etc. to the workers.
 - Maintain registers showing attendance of gardeners, account of quantities of manures/ fertilizers/ chemicals etc. applied, duly signed by the Supervisor and countersigned by representative of the Institute.
 - Ensure remitting of EPF and ESI contributions in time with the respective Government agencies, in respect of all the personnel deployed by him at IIM Udaipur Balicha Campus for the contracted work and shall have keep records of the same and the same needs to produce as and when required by the Engineer in charge.
 - Maintain trained persons till the end of contract and any change of persons during the contract period will be intimated to the concerned representative of the Institute.
 - Ensure that provisions of the Contract Labour (Regulation & Abolition) Act 1970 and its associated Rules are complied with.
 - The contractor will ensure the following regarding the workers being deployed for working at IIM Udaipur Balicha Campus shall be :-
 - Above than 20 years of age and less than 60 years of age.
 - Shall not have any Police Record of unethical.
 - Shall not be alcoholic or drug abuse.
 - Shall not be infected with chronic or contagious diseases.
 - Shall be physically, medically fit.
 - Shall be an experienced and competent person.
2. The Contractor shall give all the relevant details of worker (Aadhaar Card, Voter cards) to the Estate officer/Engineer-in-Charge (Horticulture) of the Institute within one month (after award of contract). The Contractor shall give undertaking for all the statutory Compliance listed as above at Para 1 "x".
 3. The Contractor shall ensure that his worker do not remains in the Institute premises after completion of their duty time. In case of requirement, the contractor shall take prior permission in writing from the Assistant Manager- Estate of the Institute.
 4. The Contractor shall ensure that his worker provides quality and efficient work/service, while carrying out their duties and obligations, observe standards of cleanliness, decorum, safety and general discipline lay down by the Institute.

SEASONAL FLOWER NAME

Seasonal plants' names are given below. The list is not exhaustive, the agency will have its liberty to use technical acumen w.r. t. to Horticulture needs as per climate of Udaipur.

Summer + Rainy season	Winter Season
<ol style="list-style-type: none"> 1. Kochia 2. Balsom 3. Zenea 4. Galardia 5. Partulaca 6. Colius 7. Caladium 8. Sunflower 9. Cosmos 10. Amary less 11. Or any other with permission of Horticulture Incharge 	<ol style="list-style-type: none"> 1. Candituft 2. Chrysanthimum 3. Dahelia 4. Hybrid Marigold 5. Ice Plant 6. Corn Flower 7. Petunia 8. Popy 9. Panzy 10. Desy 11. Sweet Willium 12. Salvia 13. Berbina 14. Kelandula 15. Or any other with permission of Horticulture Incharge

INSTITUTE RESPONSIBILITIES

1. In consideration of the services provided by the Contractor, the Institute shall pay to the Contractor the contracted monthly amount after receipt of proper monthly bills. This amount shall be inclusive of all taxes.
2. The Institute can review the Scope of Works rendered by the Contractor from time to time and make required changes, if any, to the Contractor's operations. Payment will be made on pro-rata basis.
3. Electricity for operating lawn mower, agriculture instruments and water for irrigating the lawn will be supplied by the Institute at free of cost.
4. The Instiute shall have the discretion to direct the Contractor to remove and replace any of its employees deputed to IIM Udaipur Balicha Campus under the contract.
5. The Institute shall terminate the contract with proper notice if the Contractor violates/ donot fulfill any of the responsibilities entrusted to him/her in this tender document. In case the Contractor violates any of the above responsibilities the Institute has the right to terminate the contract with proper notice.

LEGAL COMPLIANCES

1. The Contractor shall, at his own expense comply with and give all notices required by any statute, Act, Law, Regulation, Ordinance or By-Law of any Authority which has jurisdiction affecting the Works of the Contractor's employees, consultants and agents.
2. Take out adequate insurance for the contractor's personnel for any injury / loss of life or property, as may be required by law and to the satisfaction of the Institute.
3. Indemnify, keep indemnified and hold the Institute harmless from any loss, damage and claim arising in relation to the provision of services rendered by the Contractor under this Agreement.
4. The Contractor shall pay the personnel engaged by him not less than the minimum wages prescribed under the Minimum Wages Act or any other legislation and extend to his personnel all benefits such as ESI, Provident Fund etc.
5. This contract can be terminated by giving three months' notice on either side and that any notice required to be served shall be sufficiently served on the parties if delivered to them personally or dispatched by the address herein given under registered post/speed post.
6. In case of any dispute, the decision of the Director, IIM Udaipur shall be final and binding on the Contractor.
7. The Contractor and the Institute hereby submits to the jurisdiction of the court situated at Udaipur for the purpose of action and proceedings arising out of the contract and the courts at UDAIPUR alone shall have the jurisdiction to hear and decide action and proceedings.



Indian Institute of Management Udaipur
भारतीय प्रबंधन संस्थान उदयपुर

(on 500/- Stamp Paper)

CONTRACT AGREEMENT

This Agreement for “” is made and executed on this.... day, theday of..... 2024 at Udaipur.

BY AND BETWEEN:

1. Indian Institute of Management Udaipur, (registered under the Rajasthan Society Registration Act, 1958 on April 5, 2010) is an Autonomous Institute under the Ministry of Education, Government of India, having its current office at Balicha, Udaipur-313001, Rajasthan, India (hereinafter referred to as the “Institute”, which expression shall unless repugnant to the context or meaning thereof be deemed to include its executors, administrators, and assignees),

AND

2. M/s, having its registered office at, India (hereinafter referred to as the “Contractor”, which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its executors, administrators, and assignees), represented by Mr., Authorised person of the company WHEREAS the contractor has agreed for the work at IIM Udaipur mentioned in the specification and schedule (Tender Document) attached hereto at the prices and in the manner and upon the terms and conditions hereinafter mentioned and whereas the contractor has deposited with the Institute, the sum of Rs.(Rupees only) vide performance bank guarantee towards the security money for the due and faithful performance of this contract and to be forfeited in the event of the contractor failing duly and faithfully performance of this contract.

The Institute and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents (Tender Document) referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.

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- (a) The Letter of Intent (LOA) dated2024.
- (b) The Performance Bank Guarantee Rs. (Rupees 0 nly)
Fixed deposit No. dated2025 issued by
Bank.
- (c) The Tender Document No.: IIMU/Tender/..... /25-26 dated
2025.
- (d) Mail negotiation, correspondence on email, and other relevant documents.

3. In consideration of the payments to be made by the Institute to the Contractor as indicated in this Agreement, the Contractor hereby covenants with the Institute to execute the works and to comply with all statutory requirements existing as well as those promulgate from time to time. The price is payable for rendering requisite services after fulfilment of all statutory requirements as per the Letter of Acceptance & tender documents.

4. The period of the contract will be for a total of 90 days from the date of commencement of the work i.e.2025.

5. All disputes under this contract are subject to Udaipur jurisdiction only.

Agreement to be executed in accordance with the laws of India on the day, month, and year indicated above.

Signed by:

Signed by:

For and on behalf of the Institute
Contractor
in the presence of

For and on behalf of the
in the presence of

Witness: _____

Witness: _ Name:

Name: _____ Address: _____
Udaipur Address: _____

IIM Udaipur, Balicha,



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Date ... 2025.

Date: ... 2025

Schedule Of Work:

S. N o.	Description of Item	Qty	Unit	Rate in Rs.	Amount
1	Complete maintenance of the entire garden features having as per yardstick in the garden area i.e. lawn trees, shrubs, herbs, edge, flower beds, foliages, creepers etc. including hoeing, weeding, pruning, replacement of plants, gap filling, watering, mowing of lawn, grass cutting by lawn mower and brush cutter, removal of garden waste, applying insecticide, pesticide & fertilizers (whenever required) top dressing of lawn with good earth and manure and maintenance of other garden related works as directed by office-in-charge (Cost of Good Earth, Manure, Fertilizer, Insecticide, Pesticide will be provided by the Department & lawn mower and brushcutter with fuel and other T & P material/articles shall be provided by the contractor.) and as per direction of officer in charge.				
(a)	Flats. (1 Mali for 1.35 Acre)	133680	Per Sqm Per Month	3.55	474564
(b)	Play grounds / Public parks (1 Mali for 2.00 Acre).	90240	Per Sqm Per Month	2.4	216576
2	Complete maintenance of trees (Out side garden features), jobs like making of basin at regular interval i/c watering, weeding, pruning & application of fertilizer etc, (excluding the cost of material which shall be supplied by the department and other T & P material/articles shall be provided by the contractor) and as per direction of officer in charge				
(a)	Trees for 250 no / (up to 4 & up to 3 year Slow & Fast growing group) 1 mali as per yardstick	6600	Per Tree Per Month	76	501600
(a)	Trees for 300 no / (4-8 & 5-6 year Slow & Fast growing group) 1 mali as per yardstick	9828	Per Tree Per Month	63.35	622603.8
3	Complete maintenance of shrubs (Out side garden features), jobs like making of basin at regular interval i/c watering, weeding, pruning & application of fertilizer etc, (excluding the cost of material which shall be supplied by the department) and as per direction of officer in charge	19200	Per Plant Per Month	38	729600
4	Cutting of Hedge/Edge including removing of cut material, cleaning, hoeing of hedge/edge bed watering, manuring and applying insecticides and fungicides etc. (excluding the cost of material which	14832	Per Sqm Per Month	22.6	335203.2

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	shall be supplied by the department) and as per direction of officer in charge.				
5	Maintenance of cement/FRP potted plants at ground floor in flats and ground floor bungalow, office complex including application of good earth, manure, insecticide, pesticide and fertilizer, removing of dry parts by pruning, cleaning dry leaves and displaying in appropriate place and replacement of broken pots coloring of pots and change of location of pots and replacing with fresh plants as and when required (Materials provided by the department) as per direction of officer in charge (For of Cement Per Pot /pots 300 no)	6000	Per Pot/Per Month	63.3	379800
6	Providing and watering of irrigation water through water tanker of Horticulture features i.e. lawn, tree, shrubs, hedge/edge, ground cover etc. at the site of work. Water tanker having 5000 lit. capacity with one labour for watering/c cost of water, filling of tanker, watering at site with all leads and lifts as per direction of officer-in-charge.	500	Per Trip	932	466000
7	Providing and stacking of organic manure Vermicompost in 50 Kg (Net packing) in HDPE laminated bag at different site and as per direction of officer-in-charge.	100	Per bag	480	48000
8	Supply, staking and application of DAP (Di Ammonium Phosphate 18-46-0) at the site as per the instructions of the Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.	25	Per bag	946.62	23665.5
9	Supply, staking and application of Urea (Nitrogen=46%) at the site as per the instructions of Estate officer/Engineer-in-Charge. (including cost of material, loading, unloading and transportation etc.)	25	Per bag	369.35	9233.75
10	Supply, staking and application of MOP (Muriate of Potash-60%) at the site as per the instructions of Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.	25	Per bag	638.825	15970.625
11	Supply, staking and application of Neem cake (Organic fertilizer) at the site as per the instructions of Estate officer/Engineer-in-Charge. including cost of material, loading, unloading and transportation etc.	25	Per bag	2381.075	59526.875
12	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).	200	Per Cum	515.6	103120
13	Supplying and stacking of well decayed cattle manure at site including royalty and carriage upto 5 k.m. lead complete (Cattle manure measured in stacks will reduced by 8% for Payment).	180	Per Cum	247.5	44550



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14	Removal of garden waste by TATA 407 or equivalent including loading/unloading and carriage upto 1 km lead, complete disposal upto designated place as per direction of officer-in-charge .	20	Per Trip	397.55	7951
15	Clearing grass and removal of the rubbish up to a distance of 50 m outside the periphery of the area cleared.	4000	Sqm	6.25	25000
16	Clearing jungle including uprooting of rank vegetation, grass, brush wood, trees and saplings of girth up to 30 cm measured at a height of 1 m above ground level and removal of rubbish up to a distance of 50 m outside the periphery of the area cleared.	2000	Sqm	12.25	24500
17	Developing and maintenance of In House Nursery and potted plants there in by doing all horticultural operations like weeding, hoeing, watering, mixing of manure and fertilizer including application of plant tool, spraying of insecticides, pesticides, fungicides, etc and preparation of seedlings by sowing of seeds, bulbs, rhizomes, cuttings, grafting, layering, gootying, etc. The cost of Good Earth, Manure, Fertilizer, Insecticide, Pesticide will be borne by the contractor and as per direction of officer in charge.	12	Per Month	25,334	304008
18	Providing & supplying water tanker with tractor on montly basis for irrigation of horticulture features.(Water tanker having 5000 lit. capacity with Pumping Motor (Dieselized) for water pumping, and with one labour for watering, mobil oil, diesel, driver etc. filling of tanker, watering at site with all leads and lifts for 8 hours (9 am to 6 pm) duty daily basis as per direction of officer-in-charge).- Water will be taken from the institute.	250	Per day	2516	629000
19	Grassing with selection No. 1 Doob grass including watering and maintenance of the lawn for 30 days or more 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).2.10.1 In rows 5 cm apart in both directions	600	Sqm	17.7	10620
20	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.	600	Sqm	50.8	30480
21	Providing & laying Selection no. 1 doob grass turf with earth 50mm to 60mm thickness of existing ground prepared with proper level and ramming with required tools wooden and than rolling the surface with light roller make the surface smoothen and light watering the same maintenance for 30 days or more till the grass establish properly, as per direction of officer in charge	680	Sqm	87.5	59500



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22	Providing and laying Neelgiri/Mexican grass turf with earth 50mm to 60mm thickness of existing ground 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 for 30 days or more till the grass establish properly, as per direction of officer-in-charge.	800	Per Sqm	214.4	171520
23	Anti termite treatment by digging holes 300mm deep and 40 mm dia, 6 to 7 holes around the tree using chemical emulsion at the rate of 1.5 liter per hole in two time or more application to get the trees free from termite infection chemicals used Chlorpyrphos 20% EC in the ratio of 1% concentration and as per direction of officer-in-charge.as per direction of officer-in-charge.	100	Each	51.2	5120
24	Araucaria cookie plant, having ht. 90 cm to 120 cm, straight, well developed, fresh and healthy with lush green leaves from bottom to top in 25 cm size of earthen pot/plastic pot	10	Each	256.25	2562.5
25	Providing and displaying of Raphis palm having ht. 75 cm to 90 cm with 12 to 15 equal suckers, well developed, full of fresh & healthy leaves from bottom to top in 25 cm size Earthen pot/Plastic pot & as per direction of the officer-in-charge	22	Each	322.9	9687
26	Providing and displaying of Areca palm having ht. 1.50 m to 1.80 m with 6 to 8 suckers, well developed, fresh and healthy with lush green foliage in 25 cm size of Earthen pot/Plastic pot & as per direction of the officer-in-charge.	50	Each	193.75	9687.5
27	Providing and Displaying Bougainvillea named variety, Sobhra, Thima, Marry palmar, Cherry Blossom etc. well developed with fresh & healthy bushy in full bloom 75 to 90 cm ht. in 40 cm Cement Pot as per direction of the officer-in-charge.	36	Each	322.9	11624.4
28	Providing and stacking of Cassia siamea of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	30	Each	65	1950
29	Providing and stacking of Jatropha multifida (red colour) of height 60-75 cm. multibranched in p.bag of size 25 cm as per direction of the officer-in-charge.	30	Each	45	1350
30	Providing and stacking of Tecoma gaudichaudi of height 60-75 cm. with 5- 6 branches in p.bag of size 25 cm as per direction of the officer-in-charge	26	Each	50	1300
31	Providing and supplying Topiary planted Casuarina plant fresh & healthy having 5 to 6 specific shape and size ball well developed 195 to 210 cm ht. plant in 40 cm Cement Pot	72	Each	1050	75600



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32	Providing and stacking of Duranta Golden, having ht.15 to 20 cm bushy shape with fresh and healthy leaves in 15 cm size of Earthen Pot/Plastic Pot & as per direction of the officer-in-charge..	99	Each	20	1960
33	Providing and stacking of Ficus long Island of height 15 cm to 20 cm, full of branches and foliage in 20 cm size of Earthen Pot / Plastic Pot & as per direction of the officer-in-charge.	60	Each	45	2700
34	Providing and stacking of Wedelia trilobata,full of leaves in 15 cm size of Earthen Pot/Plastic Pot & as per direction of the officer-in-charge	100	Each	15	1500
35	Providing and stacking of Bauhinia blakeana (Kachnar) of height 120-150 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	10	Each	80	800
36	Providing and stacking of Bombax ceiba of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	70	1400
37	Providing and stacking of Bottle palm of ht. 270-300 cm bottom girth 40-50 cm well developed in big HDPE bags as per direction of the officer-in-charge.	20	Each	550	11000
38	Providing and stacking of Butea frondosa (Flame of Forest) of height 60-75 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	55	1100
39	Providing and stacking of Callistemon lanceolatus of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	65	1300
40	Providing and stacking of Casuarina equisetifolia of height 150-165 cm in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	60	1200
41	Providing and stacking of Cassia fistula (Amaltash) of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	65	1300
42	Providing and stacking of Chorisia speciosa of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	80	1600
43	Providing and stacking of Delonix regia (Gulmohar) of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	60	1200
44	Providing and stacking of Ficus bengalensis (Bargad) of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge	20	Each	65	1300
45	Providing and stacking of Fishtail palm of ht. 150-180 cm bottom girth 15- 20 cm well developed in big poly bags of size 25 cm as per direction of the officer-in-charge	20	Each	200	4000
46	Providing and stacking of Mangifera indica (Mango-grafted) of height 60-75 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	20	Each	55	1100

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47	Providing and stacking of Michelia champa (Golden Champa) of height 90- 105 cm. in earthen pots of size 25 cm as per direction of the officer-in-charge.	20	Each	90	1800
48	Providing and stacking of Mimosa elengi (Maulsri) of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	20	Each	75	1500
49	Providing and stacking of Nauclea cadamba (Kadam) of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	20	Each	65	1300
50	Providing and stacking of Peltophorum species of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	60	1200
51	Providing and stacking of Polyalthia longifolia (Ashok) of height 180-195 cm. in gunny bag of size 30 cm as per direction of the officer-in-charge.	16	Each	100	1600
52	Providing and stacking of Eugenia jambolana (Jamun) of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	20	Each	75	1500
53	Providing and stacking of Tamarindus indica (Imli) of height 120-150 cm. in big polybags of size 25 cm as per direction of the officer-in-charge.	20	Each	80	1600
54	Providing and stacking of Tectona grandis (Teak) of height 150-165 cm. in big polybags of size 25 cm as per direction of the officer-in-charge.	20	Each	110	2200
			Gross Total =		5455071

Note : The Contractor must include the cost of all man power, material (Tools/ Machinery/ /Seeds/ etc) , Cartage or transport, Spare Parts etc. ,uniform of workers, ESI & PF and all other taxes and duties and all activities enumerated in the schedule and specifications **except GST, the GST will be paid extra if applicable.**