

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

(ANNUAL MAINTENANCE CONTRACT FOR PROVIDING
HORTICULTURE/LANDSCAPING/GARDENING WORKS AT NIT ANDHRA PRADESH,
TADEPALLIGUDEM)



National Institute of Technology- Andhra Pradesh,
Beside Chennai - Srikakulam Highway,
Kadakatla, Tadepalligudem, West Godavari District,
Andhra Pradesh-534101.
www.nitandhra.ac.in/main/tender

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NEWSPAPER ADVERTISEMENT

TENDER NOTICE:



NIT Andhra Pradesh, Tadepalligudem

Ref No: NITANP/SMMD/TENDER/2022-23/38

Date: 05.01.2023

Box Tenders/Open Tenders are hereby invited from reputed registered Firms/ Agencies/ Bidders/Suppliers for providing the following services at NIT-Andhra Pradesh, Tadepalligudem, West Godavari district.

“Tender For Annual Maintenance Contract for providing Horticulture/Landscaping/Gardening works at NIT Andhra Pradesh, Tadepalligudem”

Addressed to:

Tender Box
Material Management & Disposal Section,
Sardar Vallabhbai Patel Administrative Vista Building,
NIT Andhra Pradesh, Kadakatla, Near NH-16
Tadepalligudem-534101, West Godavari District, Andhra Pradesh

The above **Tender name and Ref. No. should be Super-Scribed** in the Main Envelope containing the bid documents.

Tender Schedules can be downloaded from NIT-Andhra Pradesh website from 05.01.2023 onwards. Bidders need to submit hard copy with relevant documents attested by gazetted officer.

The last date for submission of tenders is 27.01.2023 up to 03:00 PM.

For further details regarding Tender notification & specifications, please visit www.nitandhra.ac.in/main/tender.

Date: 05.01.2023.

**NIT Andhra Pradesh,
Tadepalligudem.**

TIME SCHEDULE OF VARIOUS TENDER-RELATED EVENTS

(ANNUAL MAINTENANCE CONTRACT FOR PROVIDING
HORTICULTURE/LANDSCAPING/
GARDENING WORKS)

Bid Document downloading Start date/ Time	05.01.2023 at 05:00 PM.
Bid Document downloading End Date / Time	26.01.2023 up at 05:00 PM.
Pre-Bid meeting	17.01.2023 at 03:30 PM.
Last Date and Time for receipt of Bids	27.01.2023 at 03:00 PM.
Technical Bid Opening Date /Time	27.01.2023 at 03:30 PM.
Financial Bid Opening Date / Time	Will be intimated later
Contact Person	The Estate Section, NIT Andhra Pradesh, Tadepalligudem. Email: ad_pd@nitandhra.ac.in
Reference No:	File No: NITANP/SMMD/TENDER/2022-23/38 Date:05.01.2023

Signature of the Bidder with stamp

CLARIFICATIONS

Queries, if any, can be made through e-mail only to ad_pd@nitandhra.ac.in & cc to purchase@nitandhra.ac.in on or before 17.01.2023. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

If there is any addendum/corrigendum related to tenders, it shall only be published on NIT Andhra Pradesh website (www.nitandhra.ac.in) and cpp portal (<https://eprocure.gov.in>). The Bidders are advised to check NIT Andhra Pradesh website regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

The Technical bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of Financial bid only shall be considered.

**Assoc Dean, SMMD
NIT ANDHRA PRADESH**

BID

File No: NITANP/SMMD/TENDER/2022-23/38

Date: 05.01.2023

Sub: Annual Maintenance Contract for Providing Horticulture/Landscaping/Gardening Works at NIT Andhra Pradesh, Tadepalligudem.

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed registered Firms/Agencies/Contractors/Suppliers from the experienced premises of Horticulture services. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh website.

The attested copies of all the documents of Technical bid, signed undertaking of Bidder should be submitted offline mode only to the Director, NIT Andhra Pradesh, Tadepalligudem, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non-refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favor of the Director, NIT Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, to be paid in the form of BG as mentioned in the Tender Schedule.

NIT Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or undependable suppliers, whose past performance with NIT Andhra Pradesh was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of sub-standard quality/poor services, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

STATEMENT RELATED TO BIDS

Bid Document Fee/ Tender Processing Fee (Non-refundable)	Rs. 5,000/- by way of RTGS/NEFT/DD from any Scheduled bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem Account Name: Director NIT Andhra Pradesh A/C No: 35579546371 IFSC Code: SBIN0016305 Submit for evidence of payment Receipt.
EMD	Rs. 2,40,000/- by way of DD from any Scheduled bank drawn in favor of the Director NIT-Andhra Pradesh, Payable at Tadepalligudem.
Bid Validity Period	90 days from the date of opening of financial bid
EMD Validity Period	90 days from the date of opening of financial bid. Bidder Registered with NSIC, MSMEs etc. will be exempted from EMD payment. Subjected to documentary evidence.
Contract Agreement	The contract shall be for a period of Three Years , initially the contract will be for one year and extended yearly on the basis of satisfactory performance of services and compliance of all terms and conditions of the agreement.
Period of furnishing Performance Guarantee	Within 7days from date of receipt of LOA
Performance Guarantee Value	5% of contract value as approved by competent authority
Performance Guarantee Validity Period	38 months from the date of commencement of services
Period for signing the order of acceptance	Within 14 days from date of receipt of LOA

TENDER SCHEDULE

PREAMBLE:

National Institute of Technology, Andhra Pradesh is the 31stNIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

NIT Andhra Pradesh, Tadepalligudem, invites sealed tenders under **two bid** system i.e., **technical bid and financial bid** from reputed agencies/companies/authorized dealers dealing with Annual Maintenance Contract of Horticulture/Landscaping/Gardening Works at NIT Andhra Pradesh, Tadepalligudem, based on the eligibility criteria and general terms and conditions mentioned in this document.

AREA TO BE COVERED AND SCOPE OF WORK:

The area to be covered is approximately 40 acres (For S.No. 1-4).

The scope of work includes removal/dozing/ cleaning unwanted weeds in and around 12 acres (S.No. 6) that will not come under Horticulture/landscaping /gardening developed area.

Annual Maintenance Contract Horticulture/Landscape/Gardening Works which include men, material and machinery at NIT Andhra Pradesh, Tadepalligudem Charges towards Rendering Annual Maintenance services as mentioned below:

S. No	Description of items	Units	Qty
1	Carpet Grass	Sq.mt	12,150
2	Lawn Grass (Dibbling)	Sq.mt	33,306
3	Shrubs/ Hedges Plantation	No's	74,124
4	Avenue Tree Plantation	No's	6090
5	Pots with Plants	No's	900
6	Removal of weeding and unwanted grass in Open spaces, Playgrounds, Smruthivanam and faculty quarters	Acres	12

S. No	AREA	WORK	FREQUENCY	REMARKS
1.	Ornamental trees, shrubs, foliage, hedges, turfs, ground covers climbers and creepers	Weeding	Regular Basis	Frequency may vary as per the climate condition
2.	Landscaped site.	Cleaning	Regularly/as when required	All rubbish e.g. waste paper; plastic etc shall be removed off.
3.	Ornamental trees, shrubs, foliage, hedges, climbers and creepers.	Soil loosening	Weekly basis	Frequency may vary as per the climatic requirement for proper leaching of the necessary inputs.

4.	Turfs	Dethatching/ scraping	Annually	As per requirement with the consent of NIT ANDHRA
5.	Ornamental tree, shrubs, foliage, landscaped sites, hedges, climbers, creepers.	Chemical Fertilization	Minimum 2 times/year or accordingly	3.0 kg NPK (12:32:16)/ 100 sqm. in two split.
6.	Semi-mature and mature ornamental trees	Chemical Fertilization	Half yearly	3.0 kg NPK (12:32:16) / 100 sqm. in two split.
7.	Turfs Chemical	Fertilization	8-10 weeks interval	3.0 kg NPK (12:32:16) / 100sqm. in two split.
8.	Ornamental tree, shrubs, foliage, landscaped sites, hedges, climbers, creepers.	FYM	Minimum 2 times/ year or accordingly	Application rate and time will be as per schedule by NIT ANDHRA
9.	Semi-mature and mature ornamental trees	FYM	Half yearly	Application rate and time will be as per schedule by NIT ANDHRA
10.	Turfs	FYM	Minimum 2 times / year or accordingly	Application rate and time will be as per schedule by NIT ANDHRA
11.	Landscaped sites	Irrigation / Watering	Regular & requirement basis	Watering of all plants has to be done through irrigation system, installed at site.
12.	Ornamental tree, shrubs, foliage, landscaped sites, hedges, climbers, creepers	Irrigation	Regular & requirement basis	Watering of all plants has to be done through irrigation system, installed at site.
13.	Ornamental tree, shrubs, foliage, landscaped sites, hedges, climbers, creepers.	Anti-termite treatment by Imidacloprid 17% SL	As per requirement	Entire site is termite prone area hence frequency may vary to prevent from termite.
14.	Shrubs, foliage, hedges, turfs, climbers and creepers.	Trimming /pruning / Training	Regularly.	Frequency may vary as per the climatic condition.
15.	Big trees / palms / foliage plant medium trees, small trees	Trimming / Pruning, training and Staking	Regularly.	Should be done by mechanized tools and Tackles.
16.	Big trees/ palms	Basin maintenance	Regularly basis	Should be weed free, clean, well edged all times.
17.	Turf	Mowing	On need basis to maintain the lawn height at 15- 40 mm. followed by cleaning of lawn by removing grass clippings. Ensure that no	Frequency may vary as per the climatic condition. Mowing has to be done by branded mechanized lawn mower. Specialized lawn mower is to be used for angular mound surfaces. Mower blades will be sharp at all times to

			more than 1/3 of the leaf blades are removed per mowing.	provide a quality cut.
18.	Landscaped sites	Washing	Regular basis	Frequency may vary as per the climatic condition
19.	Overgrown vegetation / grass (Jungle cleaning – anywhere in the premises)	Trimming	Regular Basis	Tractor Dozer, Grass Cutter Brush Cutter and Manual

GENERAL CONDITIONS OF CONTRACT:

1. The bidder shall be responsible for the maintenance of the landscaping services which shall include, but not limited to the replacement of the dead or dying plants, trimming and pruning of plants, implementing and growth of the plants at its own cost, maintenance of turf area including irrigation, weeding, mowing, cleaning, manure / fertilizer application, plant protection, replacement of dead or dying grass/turf area & pesticide / fungicide during the maintenance period including required deployment of machinery, tools and tackles & manpower to attend and maintain services including up keep of irrigation system.
2. The work of gardening services shall be required on all days in a month irrespective of holidays and the manpower deployed for this work should be prepared to work in shifts as required.
3. Bidder shall do mortality replacement immediately by procuring plant of the same specifications.
4. All spraying of pesticides and fertilizer applications will be performed at optimum temperatures and wind drift negligible. No pesticide/ fertilizer/manure will be applied to landscape areas without the express approval of NIT Andhra.
5. Maintenance of potted plants both indoors and outdoors available at NIT Andhra as per detailed specification, all including watering daily, changing the location of indoor pots as required or directed, maintenance of pots at all as per specifications and directions of NIT ANDHRA. Jungle clearance activity: Clearing jungle, including uprooting of rank vegetation, grass, brush wood, removal of parthenium weeds and other unwanted plants/tall weeds, at ground level, clearing trees/saplings of girth up to 30 cms measured at a height of 1m above ground level, removal of vegetation in rain water drains of roads, dressing the berm of road side etc. including disposal of rubbish at a distance of 50M, all as per detailed specification and as per instructions of the NIT ANDHRA.
6. Basin preparation, weeding, soil loosening, branches pruning, fertigation & other horticulture practices suggested by NIT ANDHRA.
7. Removal of dry refuse and wet refuse obtained on cutting of lawn, trimming of plants, trees and from other horticultural services should dispose-off far away from campus within 2 to 3 days. NIT Andhra whenever, before the refuse is taken out for disposal, the Security Supervisor would need to check it physically in order to ensure that the material being disposed does not contain any useful items.
8. The Bidder has to ensure proper attendance and weekly off of the manpower deployed. The Bidder shall be fully responsible for prevalent labour contract laws for

the manpower deployed and ensure that this does not become an excuse in effective daily routine service.

9. It will be the responsibility of the Bidder to arrange a suitable substitute of manpower in time. The Bidder shall provide replacement of personnel, in case of absenteeism, casual/sick leave, etc., so as to ensure full staff at all time. In case of absence/leave by any particular person, the Bidder shall make alternate arrangement immediately, failing which a penalty, which may extend up to wages at double the rates may be deducted per day per person of absence.
10. The Bidder will be required to depute one of its representatives as may be needed to supervise and guide the workers for proper execution of the work as per directions/instructions laid out by of the Estate Section of NIT Andhra
11. The condition of operation and maintenance of Quick Coupling valves, hose pipe connector and hose pipe are to reviewed by the bidder.
12. The repair of damages occurring (if any) to Irrigation system during horticultural operation is responsibility of bidder.
13. The bidder shall manage the use of irrigation water in an optimum manner to ensure the healthy growth and maintenance level of the plants, providing a high level of appearance.
14. The bidder shall be responsible for protection of sprinklers, placement of drip lines in their original position after each horticulture operation.
15. In case of, any failure of irrigation systems or low level of water supply or in case irrigation water is for any other reason unavailable, the bidder shall immediately make arrangements for manual watering by water tanker, or by other approved arrangement. All plants shall be maintained in a well-watered and healthy state at all times.
16. If the Successful Bidder has an existing contract with NIT Andhra Pradesh, for Operation & Maintenance of Horticulture/ Landscape it shall stand automatically terminated and the new contract will commence.
17. The Bid document shall be read in conjunction with GCC (General Conditions of Contract) laid down in the CPWD manual and the applicable specifications of CPWD.
18. Rates quoted by the Bidder shall be inclusive of labour charges. Income tax and all other statutory deductions like labour cess etc., will be deducted from the bill as per the prevailing rules.
19. NIT Andhra reserves the right to reject any or all the bids without assigning any reason.

ELIGIBILITY CRITERIA:

1. Bidder must be a proprietor/firm/company possessing valid PWD of class II or CPWD of Class IV (buildings & roads) or CPWD of Class I (Horticulture) Registration Certificate.
2. The average Annual turnover of FY. 2019-20, 2020-21 & 2021-22 should be at least 55 Lakhs issued by CA with UDIN Number.
3. The bidder should submit audited financial statements (balance sheets) for the FY 2019-20, 2020-21 & 2021-22 along with relevant income tax returns for the concerned years i.e., AY 2020-21, 2021-22 & 2022-23.
4. Bidder must have successfully completed the works pertaining to Horticulture/ Landscaping/ Gardening works with the conditions and value of work/purchase orders along with satisfactory certificates defined as under during the period of 01-04-2019 to 31-03-2022.
 - One work of Horticulture/Landscaping/Gardening Annual Maintenance Contract costing not less than the amount equal to Rs. 87,50,000/- (Rupees Eighty-Seven Lakhs Fifty Thousand only).
 - OR
 - Two works of Horticulture/Landscaping/Gardening Annual Maintenance Contract costing not less than the amount equal to Rs.55,00,000/- (Rupees Fifty-Five Lakhs only).
 - OR
 - Three works of Horticulture/Landscaping/Gardening Annual Maintenance Contract costing not less than the amount equal to Rs.44,00,000/- (Rupees Forty-Four Lakhs only).
5. All the payments received against the claim of Work/purchase Orders at Clauses (4) above should reflect in Form 26AS. Else the Work/Purchase Order is treated as invalid.
6. The bidder must have valid PAN Card and the same should reflect in all financial statements.
7. The agency shall submit Valid EPFO, ESI, registration copy certificates.
8. Each page of the tender document along with all other submitted documents must be duly signed by Authorized signatory with Bidder's signature and seal.

Name and Signature of bidder with seal

METHOD OF SUBMISSION OF BIDS:

1. The bid documents can be downloaded from the Institute website <http://www.nitandhra.ac.in/main/tender> and **cpp portal** (<http://eprocure.gov.in>).
2. The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e.: (a) Part-I Technical bid, (b) Part-II Financial bid.
3. Two separate sealed covers should be specifically super-scribed as **(a) "Technical bid for Annual Maintenance Contract Horticulture/Landscape/Gardening Works at NIT Andhra Pradesh, Tadepalligudem"** and **(b) "Financial bid for Annual Maintenance Contract Horticulture/Landscape Works at NIT Andhra Pradesh, Tadepalligudem"**. Both the sealed envelopes (a) and (b) are to be kept in another Master envelope, which should also be sealed and submitted.
4. The Master envelope should be super-scribed with **"Tender for Annual Maintenance Contract Horticulture/Landscape/Gardening Works at NIT Andhra Pradesh, Tadepalligudem"** and shall be addressed to The Tender Box, C/o Central Stores & Purchase section, Sardar Vallabhbhai Patel Administrative Vista Building, National Institute of Technology Andhra Pradesh, Beside Chennai - Srikakulam Highway, Near Kondrupolu, Tadepalligudem, West Godavari District, Andhra Pradesh-534101.
5. **Last date for submission of bid documents is 27.01.2023 up to 03:00 pm.**
6. Bids received after the due date and time shall be summarily rejected.
7. Incomplete bids or bids not submitted in prescribed format are liable for rejection.
8. Institute will not be responsible for postal delay.

EVALUATION PROCEDURE:

1. At the first stage, the Technical Bids shall be opened in the presence of Bidders, who may like to be present on **27.01.2023 at 03:30 pm.** in **Material Management & Disposal Section,** Sardar Vallabhbhai Patel Administrative Vista Building of NIT Andhra Pradesh, Tadepalligudem.
2. IPC would evaluate the technical bids submitted by the Bidders.
3. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
4. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
5. Only those Bidders whose technical bids have been found to be substantially responsive would be evaluated.
6. The Financial bids of those Bidders only shall be opened who qualified in the Technical Evaluation. The Institute will award the contract to the Successful Bidder, whose financial bid is the lowest price bid among all the quoted bids. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard.
7. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited.
8. The tender is not transferable under any circumstances.
9. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, direct or indirect shall lead to disqualification of the Bidder.
10. In case of a further tie, the contract will be awarded to the firm that has the highest Average Annual turnover for the last three years.

Name and Signature of Bidder with seal

PAYMENT:

The **Payment** will be made every month by 10th of proceeding month after submission of the bills in duplicate in the last working day of previous month with the attendance reports, daily wise job chart of outsourced manpower and upon proof of payment made towards all applicable statutory bodies.

RESOLUTION OF DISPUTES:

In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, NIT Andhra Pradesh, Tadepalligudem, or any other officer nominated by the Director, NIT Andhra Pradesh, Tadepalligudem, for arbitration whose decision shall be final and binding on both the parties. The Agency agrees that the arbitrator could be an employee of the Institute and shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the Arbitration Act 1996.

TERMINATION OF THE CONTRACT:

The contract may be terminated in any of the following contingencies: -

- a. On giving three months' notice by the Agency **OR**
- b. On the expiry of the contract, without any notice **OR**
- c. On giving one month notice by the Institute, at any time during the tenancy of contract, in case the services rendered by the Agency are not found satisfactory and in conformity with the terms and conditions of the contract and the standard prescribed for these services

OR

- d. On Agency being declared insolvent by the competent Court of Law, without any notice **OR**
- e. On assigning of the contract or any part thereof or any benefit or interest therein or there under by the Agency to any third party or for sub-letting the whole or a part of the contract to any third party, without any notice.

Provided that, during the notice period for termination of the contract, in the situation contemplated above, the Agency shall keep on discharging his duties as before till the expiry of notice period.

In case of termination of contract on the grounds mentioned at **Sr. No (c)** above **OR** in case the Agency decides to conclude the contract before the expiry of 12 months contract period without giving three months' notice as mentioned at **Sr. No (a)** above, the Agency shall forfeit the Performance guarantee held with the Institute and the Agency shall not have any claim/right against the Institute in satisfaction of this condition.

MANPOWER REQUIREMENT

S. No.	Category of personnel	Min. No of Persons per day
1.	Supervisor (Diploma or Degree in Horticulture/ Agriculture)	03
2.	Gardeners-Unskilled (For S.No 1-4)	32
3.	Unskilled Workers (For S.No. 6)	10
TOTAL		45

PENALTY:

For engaging, a smaller number of persons specified in the tender penalty will be levied.

1. For Supervisor @ Rs. 1500/day
2. For Gardner @ Rs. 1000/day
3. Bidder shall do mortality replacement immediately by procuring plant in case fails the penalty will be imposed as per the Institute norms.
4. If a bidder secures a penalty, 6 times during the contract shall be liable to be cancelled and the firm will be put in to the black list.

STATUTORY OBLIGATIONS

The Bidder will strictly observe and follow the following statutory regulations/acts as well as any new rules / changes as applicable, during the period of this contract. He shall be solely responsible for failure to fulfil these statutory obligations. The successful bidder shall indemnify / is deemed to have indemnified NIT Andhra against all such liabilities which are likely to arise out of the Contractor's failure to fulfil such statutory obligations. All documents, registers pertaining to this contract shall be maintained meticulously and shall be provided periodically for inspection. The salient features of the statutory regulations/acts are listed below and it is the responsibility of the selected Bidder that these regulations/acts and their amendments from time to time are strictly adhered to in totality. Even if the Bidder appointed for this contract may be exempt from any or all of the following employee-friendly legislation, it is incumbent on all Contractors to cover all their employees / workmen cover by this tender with these cover / benefits.

COMMENCEMENT OF WORK:

The Successful Bidder should start the work with effect from the date of commencement of Agreement by mutual consent. In case, it is found that the work has not been taken up from the date of commencement of Agreement, the NIT Andhra Pradesh, Tadepalligudem, at its sole discretion may cancel the work order and the Performance guarantee shall be forfeited without any further reference to the Bidder. Further, the work order will be awarded to next least quoted bidder with the same terms and conditions.

DISCLAIMER:

Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.

NIT-Andhra Pradesh nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the NIT-Andhra Pradesh to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

The Registrar, NIT-Andhra Pradesh reserves the right to change any or all of the provisions of this request for Proposal. Such changes would be intimated to all parties procuring this request for Proposal.

The Registrar, NIT-Andhra Pradesh reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

JURISDICTION:

The Court of Tadepalligudem alone will have jurisdiction to try any matter/dispute or reference between the parties arising out of this agreement/contract

Signature of the Bidder with stamp

PART-A (CHECKLIST FOR TECHNICAL BID)

All the commercial conditions shall also be indicated in this part. Deviations, if any, to our specifications shall be brought out very clearly. Bidders shall mention point-wise confirmation with regard to technical specifications given in our Enquiry.

S. No	Particulars	Yes	No
1	Copy of original tender draft downloaded from the NIT Andhra Pradesh website.		
2	In the form of RTGS/NEFT from Scheduled Bank towards Tender Processing Fee		
3	Crossed Demand Draft from Scheduled Bank towards EMD		
4	Copy of firm registration		
5	Copy of Contract registration		
6	Copy of GST registration		
7	Copy of PAN card		
8	Copy of relevant work order(s)		
9	Copy of Work satisfactory certificate(s)		
10	Copy of Financial turnover certificate issued from Chartered Accountant with UDIN on his letter head.		
11	Copies of Income Tax Saral form>Returns along with Audited financial statements, Profit and Loss Account, Balance sheets, Form 26AS and 3CA&3CB for last 3 years subjected to financial statement submitted to firm/proprietary/company.		
12	Declaration in the format given by the Institute		
13	Financial bid cover		

Enclose all certificates in support of the above statements.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

DECLARATION

(To be provided on letter head of the Bidder and submit along with Technical bid)

I / We _____ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with **Ref. No.: NITANP/SMMD/TENDER/2022-23/38 Date: 05.01.2023** **“For Annual maintenance contract for providing horticulture/landscaping/ gardening works”** issued by the NIT Andhra Pradesh, Tadepalligudem, are acceptable to us.

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

PART-B. FINANCIAL BID (On Firm Letterhead)

Name of the work: Annual Maintenance Contract for Providing Horticulture/
Landscaping/ Gardening works at NIT- Andhra Pradesh,
Tadepalligudem.

S.NO	Description	Amount Per Anum																												
1	Operation & Annual Maintenance Contract of Horticulture/ Landscaping/ gardening Works at NIT Andhra Pradesh, Tadepalligudem as mentioned below:																													
	<table border="1"><thead><tr><th>S. No</th><th>Description of items</th><th>Units</th><th>Qty</th></tr></thead><tbody><tr><td>1</td><td>Carpet Grass</td><td>Sq.mt</td><td>12,150</td></tr><tr><td>2</td><td>Lawn Grass (Dibbling)</td><td>Sq.mt</td><td>33,306</td></tr><tr><td>3</td><td>Shrubs/ Hedges Plantation</td><td>No's</td><td>74,124</td></tr><tr><td>4</td><td>Avenue Tree Plantation</td><td>No's</td><td>6090</td></tr><tr><td>5</td><td>Pots with Plants</td><td>No's</td><td>900</td></tr><tr><td>6</td><td>Removal of weeding and unwanted grass in Open spaces, Playgrounds, Smruthivanam and faculty, Staff Quarters</td><td>Acres</td><td>12</td></tr></tbody></table>	S. No	Description of items	Units	Qty	1	Carpet Grass	Sq.mt	12,150	2	Lawn Grass (Dibbling)	Sq.mt	33,306	3	Shrubs/ Hedges Plantation	No's	74,124	4	Avenue Tree Plantation	No's	6090	5	Pots with Plants	No's	900	6	Removal of weeding and unwanted grass in Open spaces, Playgrounds, Smruthivanam and faculty, Staff Quarters	Acres	12	
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Total quantity may varies as <u>+10%</u>																														

Offered Price (in words): Rupees _____ only.
(Inclusive of all taxes)

NOTE:

1. The Firm/Bidder/Contractor who has quoted the lowest price in Financial Bid per Annual Maintenance Contract among all the bidders will be considered as L1.
2. Rate quoted should be Inclusive of GST and any other statutory Central/State Govt. taxes.
3. Rate quoted should be valid for three years from the date of signing of the agreement. Rate/ price should remain fixed during the entire period of the contract except the wages of employees.
4. It is presumed that the quote in financial bid includes the wages as per existing CLC norms prevailing as on date. However, any change in daily wages shall be

entertained as per CLC act.

5. No claim for compensation or loss due to fluctuations in the market rate of any item or any other reasons/ causes will be entertained.
6. There should be no discrepancy between the rate quoted in words and in figures. If it occurs words of the quotation will be considered.
7. The contract will be awarded to the firm having highest Average Annual turnover for the FY 2019-20,2020-21,2021-22.

Signature of the Authorized Signatory

Name:

Designation:

Address:

Tel./Mobile No.:

E-mail ID:

Date:

Seal of the Firm