



REGIONAL CENTRE FOR BIOTECHNOLOGY

an institution of education, training and research

United Nations
Educational, Scientific and
Cultural Organization

Established by the Dept. of Biotechnology, Govt. of India
Under the Auspices of UNESCO
NCR Biotech Science Cluster, 3rd Milestone, Faridabad-Gurgaon Expressway, Faridabad - 121 001, India

RCB/04-05/02/NIQ/03/2017-18

Date: 21.04.2017

NOTICE INVITING QUOTATIONS

Name of work Sub: Supply & Day to Day Maintenance of Indoor/ Outdoor Potted Plants of. Different Colours, Varieties, Size and Height with pots and trays on **rent** for RCB and ATPC.

Sealed quotations are hereby invited from Reputed Nurseries/ Horticultural contractors for Supply & day-to-day Maintenance of Indoor/ Outdoor Potted Plants of. Different Colours, Varieties, Size and Height with pots and trays as per "Schedule of work" attached so as, to reach the undersigned on or before 22.05. 2017 by 3.00 PM. The quotations will be opened on the same day at 3.30 PM.

TERMS AND CONDITIONS:-

01. The work shall be done as per the instruction of Engineer-in-Charge.
02. Agency should have a valid registration for Horticultural Services/ Nursery. (Enclose documentary evidence)
03. Agency should have valid PAN Card/ TIN No in the name of agency.(Enclose copy of documentary evidence)
04. Income Tax shall be deducted from the bill as per income tax rules.
05. The rates shall be valid for one year, inclusive of all taxes, duties and cartage
06. The contactor will ensure the upkeep of all the plants under his scope of work will ensure replacement of the sick/dead plant regularly.
- 07 EMD of an amount of Rs 9000/- in the shape of Demand Draft drawn in favour of Executive Director RCB payable at Faridabad, must be enclosed failing which tender will summarily rejected and would not be considered.
- 08 On submission of first bill by successful vender, EMD will be adjusted against performance deposit of Rs 40,000/- or submission of FDR of Rs 40000/- drawn in favour of Executive Director RCB ,which will be retained as performance guarantee for 15 Months from date issue of work order.

(Biju Mathew)
Manager (A&F)

GENERAL TERMS AND CONDITIONS

Name of work Sub: Supply & day-to-day maintenance of Potted Plants. Different Colours, Varieties, Size and Height with pots and trays for RCB and ATPC. As under below for Rent basis:-

01. The work shall be done as per specification and as per the instruction of the Engineer-in-Charge.
02. Executive Director, RCB reserves the right to cancel any or all the tenders without assigning any reason.
03. Earnest Money of Rs.9000/- In the form of Demand Draft, drawn in favour of the Executive Director, RCB, and payable at Faridabad shall be submitted along with the document without which the tender will be summarily rejected.
04. Duly sealed tenders shall be dropped in the tender box placed at the reception counter of the RCB.
05. Income tax shall be deducted from the bill as per income tax rules of Govt of India rules. PAN/TIN number may be provided along with copies thereof.
06. Electricity and water required for executing the work shall be made available by RCB free of cost.
07. No escalation in any form either of materials or of labour shall be payable by the Centre.
08. All plants/materials brought at site shall be got approved by the Engineer-in-charge before being used.
09. No T & P shall be supplied by the Institute.
10. The rates shall be inclusive of all taxes, duties and cartage etc. Monthly bill in arrears pre-receipted with Re 1 revenue stamped, will be raised by vendor in first week of the month.
11. The Contractor has to replace plant regularly and ensure pruning to maintain plants in healthy condition. The cost of organic manure/compost, urea DAP loading/ unloading labour etc will be inclusive in the quoted rates of plants
12. Time of completion of contract is for one year which can be extended to a maximum of further two years on yearly basis on mutual agreement subject to satisfactory services **certification from Horticulture Committee.**
13. Security Deposit/ performance deposit of Rs 40,000/- shall be deposited by successful vendor within 15 days from the date of award of tender.
14. Time allowed for the work shall be strictly followed otherwise the contractor shall be liable to pay compensation at the rate of 0.5% of the contract value of the job undone per week of delay on the part of the contractor subject to a maximum of 5% of the total contract value.

However, for any reason beyond the control of the contractor, the extension of time shall be granted upon application by the contractor in prescribed format. No claim for any compensation during the extended period shall be entertained and the owner's decision in this regard shall be final.

15. Earnest money deposited by the successful tenderer shall be converted into performance / security deposit and is adjustable against the actual amount to be deducted under clause (13) above.
16. For proper completion of the work, if any quantity variation or extra quantity of potted plants are required by RCB, the contractor shall execute the same. Rates of extra items shall be derived from the tender itself as far as possible or else prevailing market rates shall be adopted.
17. The Contractor shall ensure compliance of all statutory laws and by laws of the Central Govt./State Govt./Municipal authorities related to the employment of their staff and all such obligation under wage act., workmen compensation act., ES-II act., provident fund and Miscellaneous provision Act., Bonus Act. and contract labour Act.1970 etc. RCB will not be responsible for such purposes in any way.
18. In case the Contractors resiles (withdraws) from the offer within the validity of tender (60 days), the earnest money will be forfeited. Similarly, if contractor fails to commence the work after issue of the award letter, the amount of earnest money will also be forfeited.
19. Any claim dispute or difference arising out of or in connection with this agreement and which can not be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by mutual consultations. The award of the Arbitrator shall be final and binding between the parties to this agreement. The Arbitrator proceeding shall be governed by the Arbitration and conciliation ordinance dated 26th March, 1996 and shall be conducted in Delhi.

The agreement drawn shall be subjected to the jurisdiction of the courts at Delhi.

(Biju Mathew)
Manager (A&F)

SCHEDULE OF WORK

Name of work Sub: Supply & Day to Day Maintenance of Potted Plants. Different Colours, Varieties, Size and Height with pots and trays for RCB and ATPC. As under below for Rent basis:-

S.No.	Name/Description	Qty. Each	Rate	Amount
01	Money Plant and Oxidorium Plants with mess stick 4 feet height, 14 inches Pot with tray.	50		
02.	Focus waasland &Varigated, Blacky 14 inches potted with tray.	80		
03.	Focus Big Size 15 feet height, 18 inches Pot with tray.	20		
04.	Araucaria Big Size 16 inches Pot with tray.	40		
05.	Arica Palm with 16 inches Pot with tray.	40		
06.	Arica Palm Big Size 22 inches Pot with tray.	20		
07.	Sang of India, Dieffenbachia Croton Petra with 14 inches Pot with tray.	50		
08.	Jade Plant, Asparagus, Bougainvillea, Syngonium, Dracaena 14 inches Pot and tray.	60		

Total Rs (Including cartage and Taxes)

Signature and Seal of Tenderer