



उड़ीसा केंद्रीय विश्वविद्यालय, कोरापुट

(केंद्रीय विश्वविद्यालय अधिनियम 2009 के तहत स्थापित)

Central University of Orissa, Koraput

(Established Under the Central Universities Act, 2009)

Letter No. : XXXVII-214/2018/20

Dated: 12/04/2018

NOTICE INVITING TENDER

ANNUAL MAINTENANCE CONTRACT OF HORTICULTURE WORKS AT CENTRAL UNIVERSITY OF ORISSA, KORAPUT, MAIN CAMPUS, SUNABEDA.

The Central University of Orissa intends to invite tender for Annual Maintenance contract of Horticulture Works for Guest House, Academic Block, Library, Girls' Hostel and Boys' Hostel at Central University of Orissa, Main Campus, Sunabeda and Vice-Chancellor's Quarters No Type VI-2, HAL, Sunabeda. The estimate value of the work is Rs.13.00 lakhs per annum. Rates are to be quoted as per the prescribed format annexed. The agencies desires to submit their quote may visit the campus in order to acquaint and conversant with the quantum of work. The tender complete in all respects along with an EMD of Rs.25,000/- by Demand Draft drawn in favour of Central University of Orissa, Koraput may be submitted only addressed to the Joint Registrar, Central University of Orissa, Landiguda, Koraput, Odisha-764021, latest by 15.00Hrs on or before 08.05.2018. The same will be opened on the same date at 15.30Hrs in the presence of the tenderers.

Incomplete and conditional tenders shall be summarily rejected. The CUO reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-
Joint Registrar



CENTRAL UNIVERSITY OF ORISSA, KORAPUT
LANDIGUDA
KORAPUT-764021

TECHNICAL SPECIFICATION

Name of work: Annual Maintenance contract of Horticulture works for Guest House, Academic Block, Library, Girls' Hostel and Boys' Hostel at Central University of Orissa, Main Campus, Sunabeda and VC Quarters, HAL, Sunabeda

1. Credentials of tenderer

- 1.1. Name of the Agency:
- 1.2. Office Address and Tel. Nos.:
- 1.3. License No. & Registration details
- 1.4. P.F. A/c No.
- 1.5. PAN No.
- 1.6. GST Regd. Certificate:

2. Annual turnover for last three years

3. Experience

- 3.1. Proof of having successfully completed similar works during last 3 years as per the following:

- a) Two Similar Works amounting to not less than 50% of the estimated cost..
- b) One Similar Work amounting to not less than 80% of the estimated cost

- 3.2. Contract details fulfilling eligibility criteria

S.N	Year	Name of the Organization	Cost of the Work (Executed)	Period of Contract	
				From	To

3.3. Work being executed at present in any University, Central / State Govt. Organizations / Autonomous institutions:-

(i)

(ii)

(iii)

3.4. No of persons proposed to engaged and their details:

4. Particulars of D.D. towards Earnest Money Deposit

Amount Rs. : **25,000/-**

DD No.: _____ Date: _____ Name of the Bank _____

5. Copy of the documents at Serial Nos.1.3 to 3.5 to be attached.

Declaration: Accepted all the terms and conditions of the tender document.

(Signature of the Tenderer) :

With complete address and seal

Tel. No.: _____

Mobile No.: _____

Place: _____

Date : _____

Terms and Conditions

1. The work shall be executed as per the approved specifications and CPWD norms.
2. The work is time bound; hence time is the essence of the contract.
3. All the materials shall be got approved from the Engineer In-charge, CUO before consuming at site.
4. No T & P shall be provided by the University.
5. The work shall be executed under the strict supervision of the Engineer In-charge.
6. In case of delay, a penalty @ 1% per week shall be levied subject to a max of 5% of contract value.
7. In case of poor workmanship, the Board shall have the right to rescind the contract and get the work executed through any other agency at the risk and cost of the defaulting contractor.
8. In case the work is kept suspended without any valid reason, the Board shall be free to get the remaining work executed through any other agency.
9. The contractor shall be required to provide adequate safety for its workers and the Board shall not be accountable to any kind of injury/ accident at site.
10. 10% amount shall be retained as security as defect liability. In case no defect is observed the same shall be released.
11. The contractor shall take all safety precautions for his workers and shall be sole responsible for any mishap.

GENERAL

- 1. Mowing/Rubbish Removal:** The areas between the fences are required to be maintained in a neat and tidy manner. Any rubbish in the area shall be removed.
- 2. Disposal of Rubbish:** All rubbish and litter accumulated within premises shall be cleared and removed daily. The area shall be kept in a clean and tidy condition with all drive ways, paths, edges, kerb gutters and gullies swept and kept clear of debris at all times. All rubbish and debris shall be removed from site as and when required to maintain neat and tidy all times.
- 3. Maintenance of Area:** Maintain the area in a clean and tidy. Ensure the occupational health and safety guidelines are adhered to and the landscaping is maintained in good condition.
- 4. Maintenance of Pathways:** The agency is required to maintain the pathways by cutting the edges of boarder plants. All the litter needs to be removed and disposed

- 5. Review Meetings:** Regular and weekly meetings to be held with the Engineer-in-Charge by the Contractor or his representative in order to review the Horticulture works and submit a report.
- 6. Operations of Maintenance:** The contractor shall carry out the following operations as part of the maintenance
- a) Mowing
 - b) Fertilizers
 - c) Fungicide Application
 - d) Insecticide Application
 - e) Weed Control
 - f) Topdressing
 - g) Watering
 - h) Hand Watering
 - i) Regular Lawn Pruning
 - j) Spreading condensing
 - k) Repairing of Existing tools of plants
 - l) Procurement of stock material
 - m) Provision of diesel, Mobil oil, grease engine oil etc. for lawn movers.
- 7. Maintenance of the planted area:** The contractor shall water the planted areas sufficiently to seal the soil around the sprig after plantation. The contractor shall not allow the sprigs to go without water for more than one hour after planting.
- 8. Trim Sprinkler Heads:** The contractor is responsible for ensuring that sprinkler heads are regularly trimmed so that turf grass does not interrupt the correct operation of the sprinkler and appear neat and tidy at all times. The contractor is responsible for ensuring that sprinkler heads are set level with the surrounding turf grass surface.

Unless otherwise mentioned in this tender document all the works shall be carried out as per C.P.W.D. specifications with up to date collection slip for all Landscape works etc. If there is any difference between the details mentioned in the specifications and the detail given in the schedule of quantities of the tender, the later shall prevail in respect of the details. In case of any further confusion, the decision of CUO / Engineer-In-Charge shall be final.

The contractor takes all necessary precautions to prevent any damage to existing trees, foliage, plant materials etc.

The scope of this section includes preparation of areas to be planted, supply, planting, protection and maintenance.

Smoking is prohibited within the Maintenance Area.

The contractor is to make himself fully familiar with the whole of the site and will be fully responsible for any commission or omission from his contract arising out of failure to fully check all aspects of the site.

The contractor is required to depute his own staff for the horticulture maintenance work.

Signature

Name

Seal

Tel. No.

Mob. No.

BILL OF QUANTITIES

Estimate for Annual Maintenance for Horticulture works of Guest House, Academic Block, Library, Girls' Hostel and Boys' Hostel at Central University of Orissa, Main Campus, Sunabeda and VC Quarters, HAL, Sunabeda.

Sl. No.	Description of work	Unit	Qty.	Rate (Rs.)	Amount (Rs.)
1	Maintenance of existing lawns and all parts by mulching land, weeding, watering, with application of pesticides, fertilizer, manure etc. as and when required including trimming of ornamental plants and hedges, plantation of seasonal plants and upkeep of the same in good condition <i>(excluding the cost of pesticides, fertilizer, manure & seasonal plants)</i>			For 12 months	
	a) Guest House	Sqm.	3000		
	b) Girls Hostel	Sqm.	3500		
	c) Boys Hostel	Sqm.	1200		
	d) Academic Block & Library Block	Sqm.	1100		
	e) VC Quarters	Sqm.	1200		
TOTAL (Rs.)					

Rupees in words (_____)

Signature

Name

Seal

Tel. No.

Mob. No: