

D-13015/8/2016-General
Government of India
Ministry of Drinking Water & Sanitation

8th floor, Paryavaran Bhawan
CGO Complex, Lodhi Road
New Delhi- 110003

Dated: - September 15, 2016

Tender Notice

Subject: Limited Tender for rate contract for supply of Green Plants, flower bunches and cut flower pots and buckets in the Ministry of Drinking Water & Sanitation at ground and 1st floor of Krishi Bhawan and 4th, 8th, 9th, 12th floor of Paryavaran Bhawan.

Sir,

The Ministry of Drinking Water & Sanitation invites sealed tender for supply of Indoor Plants and flower pots in the Ministry of Drinking Water & Sanitation at ground [Chamber & office of MRD] and 1st floor [Chamber & office of MOS(DWS)] of Krishi Bhawan and 4th, 8th, 9th, 12th floor of Paryavaran Bhawan New Delhi initially for one year period from the date of award of contract.

2. The initial period of contract would be for a period of one year extendable upto a further period of one or two years on satisfactory performance with such amendments as may be mutually agreed to and also subject to the necessary approval of the Competent Authority.
3. The interested parties may submit sealed tender to undersigned alongwith an Earnest Money of Rs. 10,000/- (Rupees Ten Thousand only) in the form of Demand Draft / Pay order of a Nationalized bank in payable to PAO Ministry of Drinking Water & Sanitation, New Delhi. The tender in this regard will be accepted till 3rd October, 2016 upto 3:00 pm. The tender shall be opened on the same day at 4:00 pm. in the presence of Tender Opening Committee. The representative of participating firms may be present during opening of quotations if they so desire.
4. The terms and conditions of the tender are detailed at Annexure-I. The Ministry reserve the right to reject any or all quotations without assigning any reasons thereof.
5. The rates may be quoted in the format given in Annexure-II

Yours faithfully


(S. Sanyal)

Under Secretary to the Govt. of India
Tel 24368612

Copy to:
The Technical Director (NIC) for hosting on the Ministry's website & CPP Portal.

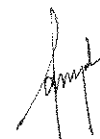
Subject:- Tender for supply of Green Plants / flower bunches in the Ministry of Drinking Water & Sanitation at ground and 1st floor of Krishi Bhawan and 4th, 8th, 9th, 12th floor of Paryavaran Bhawan.

A) Details of the requirements

1. One hundred and forty-two (142Nos.) Green Plants and fifteen (15) flower pots are required to be placed in the corridors of ground and 1st floor of Krishi Bhawan and 4th, 8th, 9th, 12th floor, Paryavaran Bhawan, in rooms of Minister DWS, MOS, Secretary and Joint Secretaries. Plants are to be changed every week in a month. Exact quantity of cut flowers to be supplied will be made known at the time of award of contract.
2. The number of Green Plants and cut flowers may increase / decrease during the contract period and the payment will be made proportionately.
3. Quality of Flowers and Green Plants will be accordingly to the satisfaction of Ministry of Drinking Water & Sanitation.

B) Terms and Conditions

1. The contract will be valid for a period of one year from the date of award.
2. The firm / contractor should have prior experience in similar field and should have undertaken identical work in any Government Department / PSUs/ Autonomous bodies / Research Institutions etc. for at least two years.
3. The payment against supply of above items will be made on monthly basis for which bills may be submitted as per approved rates by the 1st week of each month, in respect of jobs execute during the previous month with certificate, from officers nominated by this Ministry for this purpose, about quality of cut flowers and green plants provided and also about change of Green Plants every week in preceding month.
4. In the event of any loss incurred by this Ministry on account of the negligence of Agency / firm / contractor, the later shall compensate the loss either by replacement or by payment of adequate compensation.
5. The Agency shall be responsible for the conduct and behavior of its employee(s).
6. The Agency shall not appoint any sub-contractor to carry out any obligation under the contract.
7. The Agency / firm / contractor shall also not appoint any close relative of any employee of this Ministry for carrying out the work in any manner whatsoever.
8. The order placed by this Ministry shall be carried out strictly as per terms and conditions of contract and any delay / non delivery or deviation / deficiency in the quality from written agreement may attract monetary penalty of Rs. 500/- for each day of non-compliance.
9. If there is repeated deviation from scheduled delivery the contract may be terminated. For the purpose of agency should follow the following procedure. For supply of flowers every day, they should obtain the satisfactory report of the user officer or his authorized person / PA. for maintenance of plants the agency should ensure watering of plants every day and replace the plants every 5 days and obtain satisfactory maintenance certificate from the authorized Officer of the Ministry every day / every week as the case may be and submit them along with bills for payment. In case of any deficiency as



- registered by any such authorized persons penalty clause will be invoked and amount will be deducted from the bill payable to the agency.
10. The work relating to replacement of plants / flowers in flower pots shall be completed by 9:00 AM each day. Failure to do so will attract the provision of penalty clause.
 11. The quality and freshness of Flowers supplied shall be ensured and maintained by the Agency / firm / contractor.
 12. The plants supplied in the Ministry as well as the pots shall be regularly maintained / watered and shall be replacing four times in a month.
 13. In case any plant or flower pot is found unsatisfactory condition, the same will have to be replaced by the immediately on direction of this Ministry.
 14. The monthly payment shall be released by this Ministry on the basis of satisfactory services by the firm.
 15. The matter regarding renewal of contract beyond the initial period of contract of one year shall be at the sole discretion of this Ministry.
 16. The persons deputed by the firm for placing the Flowers in the Offices of Hon'ble Ministers, Secretary (DWS) and other Senior Officers should not be changed without prior knowledge and consent of this Ministry.
 17. The earnest money shall be forfeited if the contractor does not accept the work for any reason, whatsoever.
 18. The successful bidder shall furnish a performance security of an amount of Rs. 50,000/- in the form of an account payee demand draft/ Bank Guaranty drawn in favour of the "Pay & Account Officer, Ministry of Drinking Water & Sanitation, New Delhi" payable at New Delhi.
 19. This Ministry reserves the right to terminate the contract without any prior notice and without assigning any reasons therefore.



(S. Sanyal)

Under Secretary to the Govt. of India
Tel 24368612

BID FOR AWARD ANNUAL CONTRACT FOR SUPPLY OF CUT FLOWERS AND GREEN PLANTS IN MINISTRY OF DRINKING WATER & SANITATION AT HON'BLE MINISTER (DWS/RD/PR), HON'BLE MINISTER OF STATE (DWS) OFFICE KRISHI BHAWAN, 4TH, 8TH, 9TH, 12TH FLOOR, PARYAVARAN BHAWAN, NEW DELHI.

S. No.	Particular	Rate per unit (in Rs.)	Tax (in Rs.)	Total Amount (in Rs.)
1.	Cut flower (Pots) (Good Quality) (Lillium, Rajnigandha, All color of Rose,)			
2.	Green Plants (Good Quality)			

The details about firms are as under:-

1. PAN / TAN No. (Copy to be enclosed)
2. Service Tax Registration No. (Copy enclosed)
3. Complete office address with telephone No./ mobile No. / FAX / E-mail

I/We accept all the terms and conditions given in Annexure -I of the quotation letter.

Signature of Proprietor / Authorised signatory with date

(Seal of Firm)