

भारत हेवी इलेक्ट्रिकल्स लिमिटेड

**Bharat Heavy Electricals Limited**

**Corporate Office, BHEL House, Siri Fort, New Delhi**  
**Tele No. 011- 66337409 (Phone), 011-66337428 (Fax)**

Ref: No.AA:GAX:RC-Plants:17:01

Date: 13/09/2017

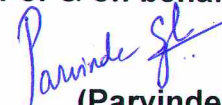
**Last date of submission of tender – By 14:30 Hrs. on 04/10/2017**  
**Due date for opening of tender – At 15:00 Hrs. on 04/10/2017**

**SUB: Open tender for rate contract for hiring and maintenance of live indoor and outdoor potted plants on monthly rental basis in BHEL office at Siri Fort, New Delhi - 49**

Bharat Heavy Electricals Ltd.(BHEL) is inviting sealed tender in two parts for hiring and maintenance of live indoor / outdoor potted plants in BHEL office at Siri Fort, Khelgaon, New Delhi – 110049 as per details mentioned further in this NIT. The complete tender enquiry (NIT) with terms and conditions is available on BHEL web site (<http://www.bhel.com>) and **C P portal** for downloading. The last date for submission of sealed tender is 4<sup>th</sup> Oct 2017 by 02.30 PM. All eligible parties can participate in this tender. For eligibility, please check PQR at P/2 & 3.

“All corrigenda, addenda, amendments, time extension, clarifications etc. to the tender will be hosted on BHEL website (<http://www.bhel.com>) and C P portal only hence bidders are advised to visit the website(s) regularly to keep themselves updated”. For any clarification, please contact Sh. Parvinder Singh, Sr. Mgr. (HR-GAX), BHEL, Corporate Office, New Delhi. (Ph.-011-66337409, Mob.9650590881 & FAX : 011-66337428, E-mail: [parvinder@bhel.in](mailto:parvinder@bhel.in)).

**For & on behalf of BHEL**



**(Parvinder Singh)**

**Sr. Mgr. (HR-GAX)**

Phone no.: 011 – 66337409

Mob No.: 9650590881

Fax: 011 - 66337428

E-mail: [parvinder@bhel.in](mailto:parvinder@bhel.in)

**BHEL HOUSE, Siri Fort, New Delhi – 110 049**

**Tender No.: AA: GAX: RC-Plants: 17:01 dated 13/09/2017**

**Corporate Office, BHEL House, Siri Fort, New Delhi**  
**Tele No. 011- 66337409 (Phone), 011-66337428 (Fax)**

No.AA: GAX: RC-Plants: 17:01  
Dated: 13/09/2017

**SUB: Open tender for rate contract for hiring and maintenance of live indoor and outdoor potted plants on monthly rental basis in BHEL office at Siri Fort, New Delhi-49**

BHEL intends to enter two years' rate contract for hiring and maintenance of live indoor and outdoor potted plants on monthly rental basis in BHEL office at Siri Fort, Khelgaon, New Delhi 110049. In this regard, we are inviting sealed bid in **two parts** for the subject work.

**PRE-QUALIFYING REQUIREMENTS FOR THE BIDDERS:**

- 1.1 The bidder should have an average annual turnover of Rs.85,000/- in the last three financial years i.e. 2014-15, 2015-16 & 2016-17. Documentary evidence in this regard such as audited Balance Sheet and Profit & Loss Account is to be submitted along the bid. In case audited Balance Sheet and Profit & Loss Account is not available, a certificate from CA, mentioning your turnover for above financial years can be produced along with the bid.
- 1.2 The bidder should have experience of providing service for hiring and maintenance of live potted plants in the past during last 7 years ending on 31<sup>st</sup> Aug 2017. A copy of documentary evidence in this regard for similar nature of work being currently executing/executed is to be submitted as follows:
- (a) Three separate work orders of value more than Rs.1,11,360/- each (excl. tax) for 01-year contract period
- OR**
- (b) Two separate work orders of value more than Rs.1,39,200/- each (excl. tax) for 01-year contract period
- OR**
- (c) Single work order of value more than Rs.2,22,720/- (excl. tax) for 01-year contract period

**Note: (i) 'Similar jobs/services' mentioned in clause 1.2 (a,b&c) above shall be related/refers to "Job / services of hiring & maintenance of potted plants in Office Premises / Hotels / Guest House / Transit Flats etc. with any Central Govt. / State Govt. / PSUs / Public Limited Company / Private Limited Company.**

- 1.3 Self-attested copy of PAN, GSTIN.



*I/We agree with the above.*

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**Signature of the bidder with Seal**

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1.4 EMD of Rs. 11,150/- strictly in accordance with clause No.2.12 of this NIT. MSEs shall be exempted from payment of earnest money provided, certificate of MSE is enclosed by the MSE party along with the Part-I bid. However, there is no exemption of security deposit submission.

**2. GENERAL TERMS & CONDITIONS OF TENDER:**

- 2.1 The tender enquiry No. & due date must be legibly super scribed on the envelope.
- 2.2 Tenders shall be received and opened at BHEL House, Siri Fort, New Delhi on the due date and time as mentioned above in the presence of finance representative and bidders or their authorized representatives who may like to be present.
- 2.3 Tenders shall be strictly in accordance with the tender specifications. Any deviation may lead to rejection of tender.
- 2.4 The offers shall remain valid for 90 days' period from the due date of submission of tenders.
- 2.5 BHEL shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject any tender in part or full without assigning any reason whatsoever.
- 2.6 Tenders received after due date & time are liable to be rejected.
- 2.7 The total number of plants indicated in Annexure 'A1' are approximate and it may vary as per requirement of BHEL from time to time. BHEL reserves the right to increase or decrease the quantity of plants by 15 % of original quantity at the same rates and terms & conditions of this contract.
- 2.8 Tender should be submitted along with covering letter of the tenderer and each page of the tender document must be stamped and duly signed by tenderer.
- 2.9 **Price quoted by the tenderers will be firm and no escalation on account of labour, material or any other reason whatsoever will be paid to the successful tenderer for execution of the above work however any change in taxes during the currency of contract will automatically form the part of contract.**
- 2.10 **CORRECTION OF ARITHMETIC ERRORS:** Provided that the bid is substantially responsive, BHEL shall correct arithmetical errors on the following basis:
- a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the BHEL there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.

*I/We agree with the above.*

***Signature of the bidder with Seal***



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b. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.

c. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

d. If any bidder does not accept the correction of errors, their bids will be disqualified.

**2.11 The bidders are advised to physically visit our office and fully acquaint themselves with our horticulture set up plan and requirement before submission of bid.**

**2.12 EMD:** Each bidder, participating in the tender has to deposit an EMD of ₹11,150/- in any of the following forms:

- i) Cash deposit as permissible under the extant Income Tax Act (before tender opening);
- ii) Electronic Fund Transfer credited in BHEL account (before tender opening);
- iii) Banker's cheque/ Pay order/ Demand draft, in favour of BHEL (along with offer), payable at New Delhi.

**2.12.1 EMD by the bidder will be forfeited, if:**

- i) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
- ii) The Contractor fails to deposit the required Security deposit or commence the work within the period as per LOI/ Contract.
- iii) EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with suppliers/ contractors" and forfeited/ released based on the action as determined under these guidelines.

**2.12.2 EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days from award of work.**

**2.12.3 EMD shall not carry any interest.**

**2.12.4 Each tender shall be accompanied by separate envelope carrying EMD as mentioned above failing which the tender will be rejected.**

*I/We agree with the above.*

**Signature of the bidder with Seal**

**2.12.5 Micro and Small Enterprises (MSE):**

- (a) Any Bidder falling under MSE category, shall furnish the following details & submit documentary evidence/ Govt. Certificate etc. in support of the same along with their techno-commercial offer. *If the bidder does not furnish the above, offer shall be processed construing that the bidder is not falling under MSE category.*
- (b) MSE suppliers can avail the intended benefits only if they submit along with the offer, attested copies of either Udyog Aadhaar or EM-II certificate having deemed validity (five years from the date of issue of acknowledgement in EM-II) or valid NSIC certificate.
- (c) Non submission of such documents will lead to consideration of their bids at par with other bidders. No benefits shall be applicable for this enquiry if the above required documents are not submitted along with offer. If the tender is to be submitted through e-procurement/tendering portal, then the above required documents are to be uploaded on the portal.
- (d) MSEs shall be exempted from payment of earnest money at the time of tender submission. However, there is no exemption of security deposit submission.
- (e) Participating MSEs quoting price within price band of L1+15 % shall be considered for award of complete scope of work by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE. In case of more than one such MSE, MSE with lowest price shall be given the first option to match the L1 price. However, MSEs owned by the Scheduled Caste or the Scheduled Tribe entrepreneurs shall be given the preference for matching the L1 price irrespective of their standing in comparative statement of MSE bidders within price band of L1+15 %.

2.13 **Security Deposit:** The total amount of Security Deposit will be 5% of the contract value. Upon acceptance of tender, the successful tenderer must submit the security deposit in any of the following forms:

- i) Cash (as permissible under the extant Income Tax Act)
- ii) Local cheque of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL
- iii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- iv) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL)



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- v) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL)
- 2.13.1 The security deposit shall not carry any interest. The security deposit will be refunded after 06 (six) months from the date of completion of the services or agreement after completing the all statutory liabilities in this regard.
- 2.13.2 EMD of successful tenderer can be converted into security deposit if desired by the bidder.
- 2.14 The bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/service providers shall strictly adhere to BHEL fraud prevention policy displayed on BHEL web site; <http://bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.
- 3 Payment terms:**
- 3.1 Bill complete in all respect along with all the requisite documents will be paid within 20 days of receipt through NEFT upon fulfillment of applicable GST rules.
- 3.2 To enable BHEL to avail GST Input tax credit, contractor shall submit GST compliant Tax invoice containing all the particulars as stipulated under Invoice Rules of GST Law. Such invoice shall be submitted within prescribed time limit in the name of BHEL containing GSTIN No.07AAACB4146P6ZC.
- 3.3 Payment shall be made to contractor only after submission of GST complaint Tax invoice as mentioned above and other relevant documents. However, to protect BHEL's interest for GST input tax credit, the Contractor may submit Bank Guarantee of equivalent amount i.e. GST amount along with notional interest on GST credit for 2 months' period (presently rate of interest is @ 24% per annum i.e. 4% for 02 months) else GST amount plus 04% notional interest will be withheld from the bill
- 3.4 In case GST credit is delayed/denied to BHEL or subsequently recovered from BHEL due to non/delay in filing of GSTR-1 Return or delay in/non-payment of tax to Govt. by contractor or for any other reasons not attributable to BHEL, in such case any financial implication on BHEL on account of delay/loss/recovery from BHEL of such GST Credit along with interest levied/leviable on BHEL till the time GST credit is available to BHEL, shall be recovered from the contractor's running bill/ security deposit.
- 3.5 Irrespective of refund of GST Credit and interest thereon to BHEL by GST portal upon subsequent declaration of such invoice by contractor in his GSTR-1 for any period after due date of such return and/or payment of GST thereon by contractor on GST portal, the notional interest for delayed period of GST credit (i.e. delay for the period when GST credit is actually allowed and the period when GST credit should have been

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allowed had contractor declared such invoice in his GSTR-1 and paid tax thereon in the relevant month as per GST law) shall be recovered from contractor.

- 3.6 The contractor has to submit their GST registration certificate to BHEL Corporate Office, Siri Fort, New Delhi within 30 days from the acceptance of work order as per GST rules. GSTIN of BHEL will be provided to the contractor within 30 days from the placement of work order.
- 3.7 Any statutory changes as and when made applicable by the Government shall become applicable in this contract after submission of documentary evidence.
- 3.8 Payment to the contractor will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act & GST, as amended from time to time and a certificate to this effect shall be provided to the contractor by BHEL.
- 3.9 Work order will be placed on the lowest bidder for the complete scope of work.
- 3.10 **Penalty will be levied by BHEL as per clause No. 5.1 of this tender enquiry.**
- 3.11 As per company policy, no advance will be given to bidders.
- 3.12 The monthly bill will be prepared and payment will be made as per actual number of plants on prorate basis and it will be released on submission of GST compliant invoice through NEFT. Since, some part of the office is under renovation hence until front block is occupied, monthly hiring charges will be paid on prorate basis on actual number of plants.
- 4.0 **EVALUTION CRITERIA:** Evaluation of the tender will be done on overall cost to company but excluding GST. The L1 bidder will be decided on the basis of **S. No. 3 of Annexure-A1**. In the event of more than one bidder having identical lowest amount in aforesaid S.No.3 and there is a tie amongst the bidders, the respective bidders would be asked to submit their revised rates. This process would continue till the distinct L1 rate is arrived.
- 5.0 **SCOPE OF WORK:**
- 5.1 It will be the sole responsibility of the contractor to ensure that the plants supplied by him/her are always healthy and as per work order. BHEL need not to remind the party for regular replenishment of plants, it must be done automatically and regularly, failing which a penalty @ 10% of monthly bill will be levied. The party will have to replenish minimum 15% of total plants every month or even more if required, without fail. Any damage to plants will be on contractor's account.
- 5.2 The party will deploy one man daily for half/full day, as per requirement in our office for watering, weeding the plants and painting the pots on regular basis.

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- 5.3 The supplier will arrange fresh and healthy plants of different varieties such as :-
- (a) Indoor Plants:- Aruacaria, Erica Palm, Drawsenia, Jarvera Money Plants, Defenbachia, Lily, Coroton, Son of India etc.
- (b) Outdoor Plants : - Euphorbia, Servalis Palm, Fichus Benjamin, Chandni, Cycas Palm, Jamia Palm, Alpenia, Alstonia, China Orange, Pine etc. The plants shall be of best quality and to the entire satisfaction of BHEL.
- 5.4 Indoor plants shall be arranged in earthen pots of size 10" & 12" dia and Outdoor plants in 10", 12", 14" & 16" dia earthen / cemented pots as per requirement. The pots shall be clean, painted and decorative which shall be rested on proper base to avoid spilling of water on the surface.
- 5.5 Maintenance service include watering, cleaning of foliage, inspection for pests & disease, removal of spent leaves, regular cleaning and painting of pots in order to maintain high standard of display. The agency shall depute required manpower on daily basis in proper uniform for the maintenance activities. The terms and conditions of services of such manpower and payment of salary and other statutory obligation shall be the sole responsibility of the supplier and BHEL will not have any liability whatsoever on this account.

**6.0 VALIDITY OF CONTRACT:**

This contract will be valid initially for two years from the date of award of work however BHEL reserves the right to terminate the contract at any time in-between without assigning any reason, for which the supplier will not have any claim whatsoever. The rate contract may be further extended on mutual agreement basis.

**7.0 JURISDICTION:**

- 7.1 Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of a suit, any and all actions and proceedings arising out of or relative to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction in this behalf at Delhi (where this Contract has been signed on behalf of the CONTRACTOR) and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.
- 7.2 Both the Company and Contractor hereby agree that all differences / disputes/ interpretations arising out of or in connection with this Agreement shall be mutually discussed and settled failing which the same shall be referred to the arbitration of a sole Arbitrator to be appointed by the General Manager (HR) of the Company for a Speaking Award wherein the sole Arbitrator shall give reasons for his Award. The venue of arbitration shall be in New Delhi and the Arbitrator's decision shall be final and binding on both the parties.

*I/We agree with the above.*

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- 7.3 The Contractor shall duly comply with all Acts, Laws, or other Statutory rules, regulations, bye-laws applicable or which might be applicable to the National Capital Territory of Delhi with regard to the performance of the work assignments included herein or concerning this Agreement but not limited to Minimum Wages Act-1948, Contract Labour (Regulation & Abolition) Act, 1970, Industrial Dispute Act-1947, Workmen's Compensation Act-1923, Employees' State Insurance Act-1948 (to the extent as may be applicable, if any), Employees' Provident Fund and Misc. Provisions Act, 1952, The Payment of Bonus Act-1965, Food Safety and Standards Act, 2006 and the amendments made thereafter to these Acts/ Laws and from time to time take such steps as may be deemed necessary in this regard. The Contractor shall keep the Company Indemnified against all penalties, claims and liabilities of every kind under or for any violation of such acts, laws or regulations etc. by him or his employees.
- 7.4 The contractor will be exclusively responsible to meet & comply with all legal requirements with respect to the food items prepared & served by him to BHEL, as per the provisions of Food Safety and Standards Act, 2006.
- 7.5 In case, while on duty and during the course of engagement in work premises of the Company under this Agreement, if any of the Contractor's workforce meet (s) with any injury / indisposition due to accident or other natural calamities, the Contractor shall ensure that immediate and adequate medical aid viz., first -aid and subsequent treatment facilities are provided to the person(s) concerned free of cost without fail. In addition, the Contractor shall also be liable for meeting with other statutory liabilities like ESI, Insurance etc.
- 7.6 The Contractor shall be responsible for proper maintenance of all registers, records and accounts so far as it relates to compliance of statutory provisions/ obligations.
- 7.7 The Contractor shall be fully responsible for the timely payment of wages, provident fund, bonus or any other benefits payable under the aforesaid Acts, Laws and regulations to the workforce engaged by him at the work premises of the Company. The Company shall not be responsible for these payments or any other liability on this account. The Contractor shall also indemnify and compensate the Company for any liability incurred by the Company, if any, including costs incurred thereon. In that event the nominated officer of the Company shall be entitled to recover the amount so paid, from the contractor, including forfeiture of the Security Deposit; and, if the sum so payable and / the Security Deposit is less than the Company's claim, it shall be lawful for the Company to recover the balance amount as a debt from the Contractor.
- 7.8 The contractor shall comply with all norms stipulated by BHEL such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and around the work site, Safety Precautions and Safety Regulations etc.
- 7.9 The Contractor shall indemnify and compensate the Company, if the Company as Principal Employer under the Contract Labour (Regulation and Abolition) Act, 1970 becomes liable to assume any liability towards the workforce engaged by the

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*Signature of the bidder with Seal*



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contractor. In that event, the provisions relating to recover as provided in relevant clauses of the said Act shall be applicable in Toto.

- 7.10 This Agreement shall be deemed to have become effective from the forenoon of date of award, with respect to all the work premises covered under this Agreement and will remain in force for a period of twenty-four months which can be further extended on the same terms and conditions on the mutual agreement between the Company and the Contractor on satisfactory performance of the Contract as will be decided later. However, this Agreement shall be liable for termination earlier by the Company at any time by giving one month's notice to the Contractor without assigning any reason therefore and without prejudice to the rights of the Company to recover any money becoming due under this Agreement. In such a case, the Contractor shall not be entitled to any compensation thereof. The Contractor can also terminate the contract with one-month notice.

**8.0 PROCEDURE FOR SUBMISSION OF SEALED TENDERS:**

8.1 The tender documents are to be submitted strictly as per follows:

- **1st sealed envelope** shall contain all the documents mentioned in clause No.8.2 below and should be super scribed as **Part-1 "Techno-commercial Bid"**
- **2<sup>nd</sup> sealed envelope** shall contain **quoted price bid** exactly as per Annexure A1 and should be super scribed as **Part-2 "Price Bid"**
- **3rd sealed envelope** shall contain required amount of **EMD (₹ 11,150/-)** as per clause No.2.12 and should be super scribed as **EMD**.
- Now these three separate sealed envelopes 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> shall together be enclosed in **fourth sealed envelope** and this sealed cover shall be **super scribed with tender number & due date**.

**Note:**

**(i) Tenders submitted without EMD are liable to be rejected.**

**(ii) If the Part-2 "Price Bid" (Annexure-A1) is not received in the separate sealed envelope as described above, then the same shall be rejected and offer of such respective bidder(s) will not be evaluated further.**

8.2 The bidders shall submit following documents in 1<sup>st</sup> sealed envelope as part of "Techno-commercial Bid":

- a) Audited balance sheet as per clause No.1.1
- b) Documentary evidence for experience as per clause No.1.2
- c) Self-attested PAN and GSTIN copy
- d) No deviation certificate as per Annexure – A2

*I/We agree with the above.*

**Signature of the bidder with Seal**



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- e) Declaration as per Annexure- A3
- f) Personal Details as per Annexure- A4
- g) The complete tender enquiry signed and stamped on each page by tenderer
- h) Check list Annexure- A5

- 8.3** The envelope No. 3 containing EMD will be opened first and after due verification of EMD, the envelope containing Part - 1 bid will be opened next and evaluated afterwards. Tenderers who qualify in Technical Bid (Part – 1) will only be considered for opening of Price Bid (Part–2). BHEL will finalize successful tenderer by **opening of sealed price bid**. Date of opening of sealed Price Bid will be intimated separately to the tenderers who qualify in the Techno-Commercial bid.
- 8.4** Tenders with deviations from terms and conditions are likely to be rejected. BHEL decision in this regard should be final and binding on the bidder.
- 8.5** Tenders incomplete in any respect are liable to be rejected. The tender(s) should reach the under signed on or before the due date and time mentioned above. BHEL will not be responsible for delay in receipt of tender(s), sent by post / courier. The tenders shall be opened on scheduled date and time at BHEL House, Siri Fort, New Delhi. Tenderers may provide their e-mail ID for faster communication in respect of the above.

**Contact person**

Parvinder Singh  
Sr. Mgr. (HR-GAX) (HR-GAX&ISMG)  
Bharat Heavy Electricals Limited  
BHEL House, Siri Fort, New Delhi – 110049.  
Phone No.: 011 – 66337409, Mob: 9650590881  
Fax: 011 – 66337428 , E-mail: parvinder@bhel.in

For & on behalf of  
Bharat Heavy Electricals Ltd.

परविन्दर सिंह / PARVINDER SINGH  
Sr. Mgr. (HR-GAX)

भारत हेवी इलेक्ट्रिकल्स लिमिटेड / Bharat Heavy Electricals Ltd  
बी.एच.ई.एल.हाऊस, सीरी फोर्ट, नई दिल्ली-110049  
BHEL House, Siri Fort, New Delhi - 110049

**Enclosures: As per clause No. 8.1 to 8.2**

*I/We agree with the above.*

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*Signature of the bidder with Seal*

Price Bid Format

Sl. No.	Description	Quantity	Rate per plant per month (Rs.)	Amount per month (Rs.)	Amount for 24 months (Rs.)
1	Display & maintenance of live indoor & outdoor potted plants	725			
2	Any other charge				
3	Sub-total				
4	Taxes, if any				
5	Grand total amount (Rs.)				

**Note:**

- (i) There should not be any over-writing in rates.
- (ii) The evaluation of tender will be done on the basis of overall cost to company excluding tax i.e. at Sl. No. 03.
- (iii) **At the commencement of contract, the successful contractor will need to supply all 725 plants initially in one lot from his/her nursery in our office for display and thereafter same will be maintained by the contractor.**
- (iv) This price bid completely filled must be kept alone in separate sealed envelope.



Signature  
Name and address of bidder  
Contact Number

*I/We agree with the above.*

**Signature of the bidder with Seal**

**Annexure-A2**

**No Deviation Certificate**

This is to certify that our bid for hiring & maintenance of live potted plants has no deviation.

Date:

Authorized signatory  
(With sign. & stamp)



*I/We agree with the above.*

***Signature of the bidder with Seal***

**Annexure-A3**

**DECLARATION**

We hereby declare that we have not been banned and de-listed by any PSU / Government Department / Financial Institution / Court . Also We have read and understood all the terms and conditions of this tender enquiry and agree in letter and spirit of tender enquiry.

Date:

Authorized signatory  
(With seal)



*I/We agree with the above.*

***Signature of the bidder with Seal***

Personal Details

Sl. No.	Description	Details
1	Name of the Bidder	
2	Address of the bidder	
3	Contact Person's Name	
4	Cell No. of Contact Person	
5	Land Line No.	
6	FAX No.	
7	E-mail ID of the Bidder	
8	Website address if any	

**Signature & Seal of the Bidder**

*I/We agree with the above.*

*Signature of the bidder with Seal*



CHECK LIST

Sl.No.	Documents attached	Yes/No
1	Price bid format	
2	No Deviation certificate	
3	Declaration	
4	Signed tender enquiry	
5	Personal details	
6	Balance sheet for turn over	
7	Work orders for experience certificate	
8	EMD	
9	Self-attested PAN and GST copy	

(Signature & Seal of the Bidder)



*I/We agree with the above.*

*Signature of the bidder with Seal*