



भाकृअनुप - राष्ट्रीय कृषि अनुसंधान प्रबंध अकादमी
राजेन्द्रनगर, हैदराबाद-५०००३०, तेलंगाणा, भारत
ICAR-National Academy of Agricultural Research Management
(ISO 9001:2015 Certified)
Rajendranagar, Hyderabad-500030, Telangana, India
Phones: (040) 2458 1322; Fax: (040) 2401 5912; <https://naarm.org.in>



F. No.5-546/19-20/PS
19th December 2019

NOTICE INVITING TENDER FOR DEVELOPMENT OF LAWN & PATHWAYS INSIDE THE LAKE AREA AT ICAR-NAARM CAMPUS, HYDERABAD

ICAR-NAARM is a premier publicly funded Training and Research Management Organization under ICAR, DARE, Ministry of Agriculture & Farmers Welfare, and Government of India. The Director, ICAR-NAARM invites Sealed Tenders from the reputed and Registered Agencies/Contractors who are having relevant experience. The estimated cost of **DEVELOPMENT OF LAWN & PATHWAYS INSIDE THE LAKE AREA AT ICAR-NAARM CAMPUS** is Rs.9.50 Lakhs approximately. The bidders are requested to submit the Tenders online on CPP Portal.

The details of Tender submission online is as follows:

Sl. No.	Description	Date	Time
1)	Tender Publishing Date	19.12.2019	1500 hrs
2)	Document Download start date	19.12.2019	1600 hrs
3)	Seek Clarification Start Date	19.12.2019	1700 hrs
4)	Seek Clarification End Date	09.01.2020	1100 hrs
5)	Bid Submission Start Date	20.12.2019	0900 hrs
6)	Bid Submission Closing Date	09.01.2020	1400 hrs
7)	Bid Opening Date	10.01.2020	1400 hrs

The tender document consists of **Development of Lawn and pathways inside the Lake Area at ICAR-NAARM Campus**. Tender document can be downloaded from the website <http://www.naarm.org.in/> and Central Public Procurement Portal. The tenderer(s) will have to deposit EMD as per terms and conditions.

The Director, ICAR - NAARM reserves the right to reject any tender without assigning any reason thereof. Tender has to be submitted online. A brief detail of tender is given in the following format.

Asst. Admn. Officer
ICAR-NAARM, Rajendranagar, Hyderabad 500030



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COMMERCIAL DETAILS

(To be filled and submitted by the supplier)

1. Name and address of the Tender :
2. Telephone No. / Mobile No. / FAX No. :
3. E-mail id :
4. Month and Year of Establishment :
5. Clientele List :
6. Mention Municipal Certificate / Sales Tax :
Commercial tax / registration details:
7. Please attach copies of annual returns if any
 - a. Sales Tax and Income Tax Returns for the latest last
Three assessment years i.e., 2016-17, 2017-18, 2018-19
8. EMD details: DD/Banker's Cheque/Bank Guarantee No. & Date.....
 - i. For Rs.
 - ii. Bank (Branch)
 - iii. Drawn on
 - iv. Date:

SIGNATURE OF THE TENDERER & STAMP

Date:
Place:

Encl: DD/Banker's Cheque/Bank Guarantee No. drawn on for
Rs. Datedis enclosed.

Note: The tenderer with seal should sign each page of the tender as per Annexure.

Asst. Admn. Officer
ICAR-NAARM, Rajendranagar, Hyderabad 500030

Terms and conditions for acceptance of tenders towards **Development of Lawn & Pathways inside the Lake Area at ICAR-NAARM Campus, Hyderabad,**

are as given below.

Name of the work:

Development of Lawn & Pathways inside the Lake Area. Total area to be developed: **1400 SQMT** (Lawn Area **1200 SQMT** and Pathways **200 SQMT** Meters). Maintenance Period- **30** days.

Design and scope of the work along with specifications are mentioned below.

A. Name of the work:

Development of Lawn inside the Lake Area at ICAR-NAARM, Hyderabad.

Total area to be developed: 1400 SQMT (Lawn Area 1200 SQMT and Pathways 200 SQMT Meters). Maintenance Period- 30 days.

B. Design and scope of the work

- Earthwork in surface excavation of the area to remove the unwanted materials / wild growths.
- Providing good earth and manure to enhance the soil fertility status.
- Soil application of Insecticides to eradicate the harmful soil borne pests/termites.
- Supply and application of biodegraded/ Vermi-compost, fertilizers to improve the nutrients level of soil media.
- Developing the lawn with Carpet Korean Grass.
- Development of pathways with Shabad Stone inside the lawn.
- All materials has to be lifted manually to the site because the proposed site is inside the lake area.
- Preparation of Brick Basins along with flowering plants- 10 No (Brick Guards) near tree trunks of existing plants.
- Maintaining the developed site for one-month period from date of completion of work.

C. Specifications of the work:

- 1) Cleaning of site: Carting of debris including excavation up to one feet depth, loading, unloading and transportation and disposal of excavated earth up to 1 km
- 2) Bed Preparation: Dressing the surface to the desired shape, laying 6" layer of fine red soil including vermi-compost /FYM , watering, rolling with hand roller (4" thickness after rolling).
- 3) Supplying and Spreading of well decayed cow dung manure at site including transportation and lifting to site (Quantity: 6 loads of 200 Cubic feet capacity)
- 4) Supplying and spreading of vermi compost packing in standard poly bags Including transportation and lifting to site - Quantity: 1.5 Quintal.



- 5) Supplying and application of DAP including transportation and lifting to site Quantity: 150 Kg.
- 6) Supplying and application of insecticides (Phorate/ equivalent) -Qty:15 Kg
- 7) Development of 200 SQMT area pathways:- Supply and fixing of good quality required Shabad stones with Tandur white with the size of 2x2 feet size for development of pathways in the proposed lawn with filling with red earth and carpet grass
- 8) Supply of good quality Carpet Grass for required quantity.
- 9) Carpet grass Laying and Ramming.
- 10) Digging of 60x60x60 cm pits- 20 nos , filling with soil mixture of red soil, farmyard manure, sand at 3:1:1 ratio, application of fertilizers and chemicals (@ 20 gms/pit/sqmt).
- 11) Supplying and planting the 20 No Plants: Planting the Plants like Ficus Family (2-3 feet height) /Fox tail/ Royal palm with the height of 5-6 feet.
- 12) Preparation of 10 no Brick Basins near tree trunks of plants existing in the proposed lawn with two times terracotta colour painting & brick pattern

Designing. Size of brick basins are Diameter: 54 inches, Width: 4 inches,

Height:24 inches
- 13) Development of Lawn with pathways at the site as per the direction of officer's-in-charge Landscaping works
- 14) Maintenance Period: Complete maintenance of the entire developed lawn and pathways for the period of one month which includes irrigation, removal of garden waste and keeping the site clean and neat.

Eligible Criteria for applying the Tender Document will be

All the Registered/Empaneled Contractors in Central/State Government Departments/Pubic Sector Units of GOI/Municipal Corporations who are having work experience of Development and Maintenance of Horticulture works with more than 40.00 Lakhs work experience during any one financial year of last two years i.e 2017-19 are eligible to apply for this Tender. They have to submit the following documents along with Tenders:

- a. Valid Registration/Empaneled Certificate
- b. Relevant Experience Certificate with the worth of more than 40.00 Lakhs work experience during any one financial year of last two years i.e 2017-19.
- c. GST Registration Certificate
- d. Valid ESI Registration Certificate
- e. Valid EPF Registration Certificate, and
- f. Valid Labour License.

Eligible Registered Contractors who willing to apply the tender, it is advised to visit the proposed site during the Office Working Hours i.e. 9.15 AM to 4.15 PM on all working days by contacting the Dr P Vijender Reddy, Chief Technical Officer - Phone No. 04024581310/09440590804).



1. Registered / Empaneled Contractors in State/ Central Government Departments/ Municipal Corporations / Hyderabad Metro Development Authority (HMDA) who are having work experience of Development and Maintenance of Horticulture works with more than 40.00 Lakhs work experience are eligible to apply for this Tender. The firm has to provide an undertaking that the firm had not black listed/debarred by the Central Govt. Establishment/State Government Establishments/ Autonomous bodies of Govt. of India/Corporations of Govt. Of India/reputed Public/Private Organizations. Agencies/Contractors have to submit the following Documents along with Tender Document.
 - A) Valid Registration / Empanelment letter,
 - B) Relevant Experience Certificate with more the 40.00 Lakh works
 - C) GST Registration Certificate; D) Valid ESI Registration certificate
 - D) Valid EPF Registration Certificate, and
 - E) Valid Labour Licence. Certificates to be enclosed along with Tender Document.
2. **Submission of Tender:** The Tenders should be submitted online only. The Tenders should be complete in all respects duly signed wherever required.
3. **EMD :** The bid should accompany the EMD of **Rs.20,000-00** (Rupees Twenty Thousand only) in the form of crossed Demand Draft / Banker's Cheque drawn from any nationalized bank in favour of "ICAR Unit – NAARM Account", payable at Hyderabad. Bank Guarantee is also acceptable from any nationalized bank in favour of **ICAR Unit, NAARM Account, payable at Hyderabad** along with the tender towards EMD, failing which tender will be rejected. The bidder has to submit Bid Security (also known as earnest money) except those who are registered with Central Purchase Organization, National Small Industries Corporation (NSIC) or the concerned Ministry or Department. The earnest money of all unsuccessful tenderers will be refunded after the contract has been awarded to the successful bidder without any interest thereon. The earnest money will be liable to be forfeited in case the successful bidder refuse the offer. **The EMD in original has to be submitted to the Stores and Purchase Officer before the closing date of the Tender.**
4. **Refund of EMD:** The **EMD** in full will be refunded soon after the tender is finalized to all except in case of the accepted tender(s). The successful bidder EMD will be released after receiving the Performance Security which will not carry any interest.
5. **Forfeiture of EMD:** EMD will be forfeited if the tenderer withdraws or amend or impairs or derogates from the tender in any respect within the period of validity of their tender.
6. **Security Deposit:** The successful bidder has to submit 10% of the contract amount as Security Deposit in the form of DD/BG in favour of "**ICAR Unit- NAARM ACCOUNT –**" on which no interest will be paid. Security Deposit will be released after completion of all contractual obligations and can be withheld or forfeited in full or in part in case the order is not executed satisfactorily within the stipulated period of the goods within the guarantee period is not undertaken to the best satisfaction of the organization.
7. **Payment:** No advance payment is permissible. Payment would be after satisfactory supply of the entire quantity as per Purchase Order. All payments will be made through RTGS.



8. **Price Escalation:** There should not be any price increase during the Rate Contract.
9. **Rates:** Rates should be quoted in the Schedule of Requirements enclosed to this notice or on the bidder's letterhead in the same format. The authorized person and his full name should sign the tender and status should be indicated below his signature. Tenders will be considered for which rates have been quoted strictly according to the specification. The rates should be quoted in Indian Rupees only. The rates must be written in figures as well as in words. Any alterations in the rates in tender will not be considered.
10. **Validity of Tender:** Tenders should be valid for a period of 90 days.
11. **Firm / VAT Registration & IT/GST:** The tenderer, along with tender, must submit IT returns for the past three assessment years. The documentary proof of registration of firm, certificate of registration for Sales Tax/**GST** issued by appropriate Government for the required services must be provided with the seal of the tenderer, failing which the tender will be liable to be rejected in the absence of these documents. **Registered/ Empanelled Contractors in State/Central Government Departments/Municipal Corporations/ Hyderabad Metro Development Authority (HMDA) who are having work experience of Development and Maintenance of Horticulture works with more than 40.00 Lakhs work experience are eligible to apply for this Tender.**
12. **Liquidated Damages:** Time is the essence of the order as our requirement. **The work to be completed within 45 days from date of receipt of Office Order failing which liquidity damages will be levied as per the decision of the Director, ICAR-NAARM.**
13. **Taxes / Duties:** If taxes, duties, or any other charges over and above the rates quoted are payable by the purchaser, actual / percentage of such taxes / duties / charges should be clearly indicated.
14. **Registration of GST:** Necessary declaration on the following line should be furnished: "Certified that the goods on which sales tax is chargeable have not been exempted under the relevant sales tax act or rules made there under and the charges on account of sales tax on these goods are correct under the relevant act or rules made there under. Certified that we are registered dealers in the State of under Reg.No. dated for the purpose of Sales Tax and Regn. No. Dated for the purpose of Central Sales Tax.
15. **Enquires on Tenders:** Any enquiries regarding the tenders will not be entertained.
16. **Acceptance of Tender:** The acceptance of the Tender will rest solely with the Director, ICAR-NAARM who is not bound to accept the lowest tender and reserves the right to himself to reject or partially accept any or all the Tenders received without assigning any reason thereof.
17. **Rejection of Tender:** Tenders not complying with the above conditions are liable to be rejected. The entire original tender document with seal and signature on each page along with price schedule at the time of submission of tender document(s) within the due date. Otherwise, tender will not be considered at any cost. Any other document or information as required in the tender document.
18. The Decision of the Director, ICAR-NAARM on any dispute in the matter will be final and legally binding. In the event of any question, dispute or difference arising under these condition or any



conditions contained in the Purchase Order or in connection with this contract, the same shall be referred to the sole arbitration of the Director or some other person appointed by him. The award of the arbitrator shall be final and binding on the parties to this contract. Director, ICAR-NAARM reserves the right to accept or reject any or all the tenders received without assigning any reasons whatsoever at any time without assigning any reason thereof. The decision of the Director, ICAR-NAARM is final in this regard. While the quotee and the department shall make every effort to resolve amicably by direct informal negotiation, even then, if any disagreement or dispute arising between them under or in connection with the contract shall be settled under the Court of Law within its jurisdiction at Hyderabad. The resultant contract will be under Indian Laws.

Your Tender Document should be submitted with a covering letter with a reference number and date on your letterhead having the address of your registered office, telephone no., fax no., GST.No. and also accompany this Tender duly signed on every page by the Tenderer.

Asst. Admn. Officer (S&P)



Asst. Admn. Officer
ICAR-NAARM, Rajendranagar, Hyderabad 500030



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Phones # 040-24581393



ANNEXURE -A
MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas hereinafter called the "tenderer" has submitted their offer datefor the Horticulture work (hereinafter called the tender") against the purchaser's tender enquiry No. KNOW ALL MEN by these presents that WEof Having our registered office at are bound unto(Hereinafter called the "Purchaser") in the sum offor which payment will and truly to be made to the said Purchaser, the bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank thisday of2018.

THE CONDITIONS OF THE OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the purchaser during the period of its validity.
 - If the tenderer fails to furnish the Performance security for the due performance of the contract.
 - Fails or refuses to accept / execute the contract.

WE undertake to pay the purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and Designation of the officer

Seal, name and address of the Bank and address of the Branch.

Asst. Admn. Officer

ICAR-NAARM, Rajendranagar, Hyderabad 500030

Dated:

UNDERTAKING

(To be submitted on Firm's Letter head)

It is certified that the information given above is true and correct and I undertake to abide by the terms and conditions of the Institute.

AUTHORISED SIGNATORY OF THE FIRM WITH SEAL

Place:

Dated:



Asst. Admn. Officer
ICAR-NAARM, Rajendranagar, Hyderabad 500030



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CHECK LIST

Please give page numbers to the tender document and all enclosures and also verify the following documents before submission of the tender in the sequence listed below, to avoid rejection or disqualification of your tender.

PLEASE NOTE THAT ALL RELATED XEROX COPIES MAY PLEASE BE ENCLOSED/UPLOADED WITH THE TENDER DOCUMENT AS A PROOF

1. The Tender Document can also be downloaded with full details through NAARM Website (<http://www.naarm.ernet.in/>) or the Government of India, Central Public Procurement Portal (<http://eprocure.gov.in/cppp/>).
2. Earnest Money Deposit: EMD should be drawn on any nationalized bank as indicated in the notice inviting tenders in favour of "ICAR UNIT – NAARM A/c"
3. EMD D.D./Banker's Cheque/ Bank Guarantee No. _____
Dated: _____ for Rs. _____

19. Eligible Criteria: Registered/ Empanelled Contractors in State/Central Government Departments/Municipal Corporations/ Hyderabad Metro Development Authority (HMDA) who are having work experience of Development and Maintenance of Horticulture works with more than 40.00 Lakhs work experience are eligible to apply for this Tender. Agencies/Contractors have to submit the following Documents along with Tender Document.

- A) Valid Registration / Empanelment letter
- B) Relevant Experience Certificate with more the 40.00 Lakh works
- C) GST Registration Certificate
- D) Valid ESI Registration certificate
- E) Valid EPF Registration Certificate and
- F) Valid Labour Licence. Certificates to be enclosed along with Tender Document.

4. Following documents as indicated in the tender document printed on the tenderer's letter head with dated signature and seal.
 - Commercial details and terms & conditions of tender (Indicate Page No.....)
 - Annexure showing the price of items (Indicate Page No.....)
 - Document regarding registration of the firm. (Indicate Page No.....) where the document(s) enclosed.
 - Certificates of registration for GST/Sales Tax / VAT issued by appropriate Government for the required services with the seal of the tenderer.

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- (Indicate Page No.....) where the document(s) enclosed.
- Undertaking to be typed on Firm's Letterhead
(Indicate Page No.....) where the document(s) enclosed
- The entire original tender document with seal and signature on each page at the time of submission of tender document(s) within the due date. Otherwise, tender will not be considered at any cost.
- NSIC certificate if, registered as small scale industries (if applicable)
(Indicate Page No.....) where the document(s) enclosed.
- All pages of the tender document are to be numbered.
- Any other document or information as required in the tender document.
(Indicate Page No.....)

Signature and Seal of the Bidder: _____

Business Address: _____



PRICE BID



Asst. Admn. Officer
ICAR-NAARM, Rajendranagar, Hyderabad 500030



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**PRICE BID FOR DEVELOPMENT OF LAWN & PATHWAYS INSIDE THE LAKE AREA
AT ICAR-NAARM CAMPUS, HYDERABAD**

SI No	Name of the Work	Total Area	Rate per Sq. Meters	GST	Total Cost in Rs
1	Development of Lawn and Pathways inside the Lake Area at ICAR-NAARM, Hyderabad. Total area to be developed: 1400 Sq. Meters. (Lawn area 1200 Sq. Mtrs. and pathways 200 Sq. Mtrs. with 10 brick basins) Maintenance Period: 30 days.	1400 Sq. Meters			

R. Srinivas