

**GARDEN COMMITTEE
UNIVERSITY OF DELHI
DELHI-110007**

REF.NO. GC/DU/M- 01 (2019-20)

Dated-.

NOTICE INVITING e-TENDER

1. Online percentage rate bids are invited in two bid systems from the contractors registered for Horticulture/civil Works with C.P.W.D./M.E.S./ Railways/ State PWDs (Horticulture) / Delhi University for **“Name of works: : M/O Gardens/Lawns area at various site maintained by Garden Committee.(Sub Head: Providing and operation of water tanker of capacity 5000 liters with required labour and T&P for watering of plants/trees etc under jurisdiction of Garden Committee at North Campus University of Delhi, Delhi 110007.**

Manual bids shall not be accepted.

2. Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app> per the schedule as given in as under.

| | |
|--|---|
| Published Date | <u>19 /07/2019 at 06:00PM</u> |
| Bid Document Download / Sale Start Date | 19/07/2019 at 06:00PM |
| Estimate Cost | Rs. 325784.00 |
| EMD | Rs. 6516.00 |
| Tender Cost | Rs. 500 |
| Completion Time | six months |
| Bid Submission start Date | 19/07/2019 (06:00 PM) |
| Bid Submission of end date | 05/08/2019 (03:00 PM) |
| Technical Bid Opening date | 06/08/2019 (03:00 PM) |
| Financial Bid Opening Date | To be intimated later on website |

3. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

Bidder/Contractors are advised to follow the instructions provided in the ‘Instructions to the Contractors/Bidder for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>’.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close

relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

5. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, **shall not tamper/modify the tender form including downloaded price bid template in any manner.** In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned from doing business with University of Delhi.
6. Intending bidders are advised to visit University of Delhi website www.du.ac.in and CPPP website <https://eprocure.gov.in/eprocure/app> at least 3 days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.
7. **Mode of payment for tender /quotation fee:** - The bidder shall furnish the tender /quotation fee of **Rs.500/-** in following manner:

STEPS TO BE FOLLOWED FOR ONLINE PAYMENT

(Tender Fee/EMD/Performance Guaranty etc. for Tenders of Garden Committee)

The Agencies are advised to follow the steps given below for online payment of Quotation/ Tender/ EMD/ Performance Guaranty etc.

STEP 1 : Connect to Official website of University of Delhi (www.du.ac.in)

STEP 2 : Click on "Useful links".(at right side top corner)

STEP 3 : Under Special links Click on "Miscellaneous Online Fee Payment".

STEP 4 : click on "New User"

STEP 5 : click on "Other Payments"

STEP 6 : click on "Tender Fee"

STEP 7 : Select required option in "Name of Facility Column"

STEP 8 : Give the details such as Agency Name, Tender/Quotation ID (2019_DU_123456_1), Address, Email ID, Mobile no. etc as per the pattern given below

Engineering Payment

| | | |
|----------------------|---|-------------------------------------|
| Agency Name | : | <input type="text"/> |
| Tender/Quotation ID | : | <input type="text"/> |
| Agency Address | : | <input type="text"/> |
| Pincode | : | <input type="text"/> |
| Email ID | : | <input type="text"/> |
| Mobile | : | <input type="text"/> |
| Name of the Facility | : | <input type="text" value="Select"/> |
| Fee | : | <input type="text"/> |

■ **Please confirm your details for making payment.**

Deposit the prescribed Quotation/Tender fee etc. (as inscribed on the Tender bid) online at the payment Gateway before the bid closure time& date.

8. **BID Security / EMD:** The bidder shall furnish the bid security / EMD of **Rs. 6516.00** in following manner:-
 - (a) Demand Draft / Banker's cheque issued by any Nationalized/Scheduled Bank drawn in favour of "Registrar, University of Delhi, payable at Delhi,
 - (b) The above draft / banker's cheque should reach the Office of the Secretary Garden Committee, University of Delhi, Delhi-110007. By post or in person on or before 05/08/2019 upto 1500 hours.
9. Bids will be opened as per date/time as mentioned above. After online opening of Technical-Bid the results of their qualification as well Price-Bid opening will be intimated later.

Content:

1. Instructions for online bid submission
2. Eligibility Requirements
3. Technical Bid
4. Price Bid Undertaking and schedule
5. Scope of work
6. Conditions
7. Additional Condition
8. Special Condition

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / n Code / e Mudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is

maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact persons indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Eligibility Requirements:-

1. The bidder /Horticulture/civil works contractor should have registration with CPWD/ MES/ Railways/ State PWDs (Hort.)/MCD/NDMC/Delhi University in appropriate category & class.
2. The bidder should fulfil the criteria of satisfactory execution of horticultural works as given below.
 - i. Three similar works, each of value not less than 40% of the estimated cost put to tender, or
 - ii. Two similar works, each of value not less than 60% of the estimated cost, or
 - iii. One similar work of value not less than 80% of the estimated cost, all amounts rounded off to a convenient full figure, in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited.
3. The bidder should not be black-listed by any authorities
4. The bidder should have the following documents
 - i. Pan Number
 - ii. GST Registration Number
 - iii. Latest ITR and GST Return(from June 2019 onwards)
 - iv. Power of attorney / Authority letter in case person other than the bidder has signed the tender documents.
5. Technical bid, price bid and undertaking form should be duly filled in.
6. The bidder should upload the scanned copies of all the documents during online bid submission.
7. The bidder/Horticulture/civil works contractor should submit the Tender Fee and Earnest Money Deposit as per the details given in the NIT.

Technical Bid Documents:

Scanned copies (true copies) of the following documents are to be uploaded / furnished by the bidder / contractor along with Technical Bid

1. **Copy of registration of Horticulture /Civil Works with CPWD/ MES/ Railways/ State PWDs (B&R)/Delhi University in appropriate category & class.**
2. The bidder should fulfil the criteria should submitted completion certificate of works as given below:
 - i. Three similar works, each of value not less than 40% of the estimated cost put to tender, or
 - ii. Two similar works, each of value not less than 60% of the estimated cost, or
 - iii. One similar work of value not less than 80% of the estimated cost, all amounts rounded off to a convenient full figure, in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited.
3. Affidavit stating the bidder/ contractor has not been black-listed by any authorities.
4. Copies of the following documents.
 - i. Pan Number
 - ii. GST Registration Number
 - iii. Latest ITR and GST Return(from June 2019 onwards)
 - iv. Power of attorney / Authority letter in case person other than the bidder has signed the tender documents.
 - v. Scanned copy of Tender Fee and Earnest Money Deposit as per the details given in NIT
 - vi. Price Bid Undertaking duly filled and signed.

All the documents of technical bids should be signed by the bidder. Hard copies of all the uploaded documents of the technical bid along with the original documents of tender Cost and Earnest Money Deposit should reach the office of the Secretary Garden Committee, University of Delhi, Delhi-110007, by post or in person on or before the last date& time of tender submission as per the details given in the NIT.

N.B. The bidder / contractor who fail to comply with any of the above requirements / documents will be disqualified and their financial bid will not be considered / opened

PRICE BID

- (a) Price bid undertaking
- (b) Schedule of price bid in the form of BOQ_XXXX .xls

PRICE BID UNDERTAKING

From: (Full name and address of the Bidder)_____

To,

Dear Sir/Madam,

1. I submit the Price Bid for_____ and related activities as envisaged in the Bid document.
2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I offer to work at the rates as indicated in the price Bid, BOQ inclusive of all applicable taxes.
4. I / we are not blacklisted by any authorities/ Departments.

Yours Faithfully,

Signature of the Authorized Representative

ESTIMATE

Name of work : M/O Lawns/Gardens at various sites in North Campus maintained by Garden Committee (Sub Head : Providing and operation of water tankers of capacity 5000 litres with required labour and T&P for watering/washing of plants/ trees etc. Under jurisdiction of Garden Committee, North Campus, University of Delhi).

| S. No. | Discription of item | Quantity | Rate | Unit | Amount | Remarks |
|---|---|----------|--------|-----------------------|-----------|---------|
| 1. | <p>1. Providing services of water supply with well equipped GPS water tanker of capacity 5000 ltrs with operating staff, the water tanker manufactured not before 1st January 2014 (i.e. registration of vehicle should be after 1st January 2014) vehicle shall bear information like display University logo/Permission letter, office address etc. with retro reflective tape of approved color should shade. Rates shall be for per trip duty of vehicle i/c. Driver well equipped with smart mobile phone with internet & data transfer, mobile phone facility, running cost of fuel such as diesel/CNG M-Oil etc. 1 helper for traffic control with equipment as per traffic rules. All men on duty shall wear uniform with night vision safety jackets with University Logo/Permission letter all complete and as per direction of The Secretary, Garden Committee. The tanker will be used for watering in plants (trees, shrubs, hedge, lawn, ground cover etc.), for different roads and sites under jurisdiction of Garden Committee North Campus, University of Delhi. The water discharge should be through 40 mm dia pipe with jet attachment or as per direction of the office of Secretary, Garden Committee. The water tanker should be filled from nearby source of Delhi Jal Board, STP Water. The cost of water shall be borne by the contractor. No watering/irrigations of cultivated/ home garden will be permitted.</p> <p>note: The copy of driving license, Registration of vehicle. Pollution Certificate of vehicle and insurance of vehicle document will be deposited in Garden Committee office. The provision of GPS, Smart Phone, all leads and royalty of water are also included in this item. Nothing shall be paid extra. GPS Statement must be submitted after delivery, otherwise no payment shall be made for that delivery.</p> | 400 | 806.40 | Per trip | 322560.00 | |
| | | | | Total | 322560.00 | |
| | | | | Add: Contigencies @1% | 3225.60 | |
| | | | | Grand Total: | 325785.60 | |
| | | | | Say | 325786.00 | |
| Note: GST will be paid extra as applicable | | | | | | |

Brief scope of work is as under:

- 1. Providing and operation of water tanker of capacity 5000 liters of water with required labour and T&P for watering of trees/shrubs/ lawns /gardens/ landscape elements etc.**
- 2. Watering of Potted Plants of Cemented/Earthen Pots Displayed at road side**

TERMS AND CONDITION FOR WATER TANKERS

1. Water Tankers shall normally be on duty from 9.00 am to 5.00 pm on all working days. These timings or shift of duty may change as per requirement without any further notice.
2. Normally, Sunday will be off day and no payment shall be made for the same. But in case of necessity, the work shall have to be carried out on Sunday and payment shall be made accordingly as per item of the schedule of rates.
3. The driver shall have valid driving license as applicable and knowledge of the Delhi roads.
4. All kinds of traffic challans and litigation due to any accident or otherwise etc. shall be the sole responsibility of contractor and the University/Department shall have nothing to do on this account and nothing extra shall be paid on any account
5. The contractor shall take adequate safety measures for man & machinery while working on running roads and University/Department shall not be responsible for any untoward incident what so ever. Work shall be carried out with caution and minimum obstruction to the traffic movement.
6. Maintenance of vehicle/water tanker/pump etc. shall be the responsibility of the contractor and he will maintain the vehicle/water tanker/pump etc. and always keep it in good running condition at his own cost.
7. The contractor shall have to provide accidental insurance policies for all laborers and driver deployed with water tanker.
8. The contractor shall arrange all tools and plants and, the University/Department will not issue any tools & plants or machinery etc.
9. Additional water tankers if so required shall be arranged by the contractor on the same rates & conditions.
10. The vehicle along with driver, labor & T&P will report to the office of the Secretary Garden Committee or his/her authorized representative for duty well on time daily as per schedule.
11. The format of reporting slip and work done is enclosed which shall be maintained regularly.
12. The vehicle should have proper commercial registration and all other relevant papers and permits to run in NCR.
13. The contractor shall have to provide the water tankers on the stipulated date of start of work complete in all respect. The time period of between the date of issue of letter of acceptance and stipulated date of start of work shall be utilized by the contractor for getting the vehicle ready.
14. The contractor has to supply the tankers on regular basis. The number of tankers may change according to the requirement and contractor has to supply the required number of tankers. If the contractor, fails to provide the required number of tankers on any stipulated day, a recovery @ Rs. 6000/- per day shall be made from the contractor.
15. Tankers must be filled to its full capacity, otherwise a recovery shall be made @Rs. 2000/- per trip.
16. Additional Requirement of tankers, if any, shall be informed by the Secretary, Garden Committee or her/his authorized representative one day in advance.

CONDITIONS

Name of Work : M/O Gardens/Lawns area at various site maintained by Garden Committee. (Sub Head: Providing and operation of water tanker of capacity 5000 liters with required labour and T&P for watering of plants/trees etc under jurisdiction of Garden Committee at North Campus University of Delhi, Delhi 110007.

1. All materials to be used on the work shall be of reputed makes/ISI marked, as per the sample approved by the Secretary Garden Committee.
2. Time allowed for the work from the 10th day after the date of written order to commence the work will be **six months**.
3. All taxes as applicable shall be deducted from the bills of contractors.
4. The contractors can see the sites of work before quoting their rates.
5. Before tendering, the bidder shall visit the site and satisfy himself as to the local conditions, the accessibility of the site of full extent and implication of the operation, the nature of the ground and supply conditions affecting labour and execution of the contract. No claim on these issues will be entertained.
6. Inconvenience of Public: The Contractor shall not deposit materials on any site which will cause inconvenience to the public. The contractor may require to remove any materials which are considered to be dangerous or inconvenient to the public or cause them to be removed, at the contractor's cost as per direction of the office of Secretary Garden Committee. Works must be executed as per prevailing rules norms and guidelines of all statutory authorities.
7. The work shall be carried out as per latest CPWD specifications with relevant IS codes for works at Delhi, with up to date correction slips unless otherwise specified in the nomenclature of the individual item of work.
8. In case of error in description of any DSR item given in the attached schedule, the description given in the CPWD schedule of rates 2018 shall be final & no claim on account of error shall be entertained.
9. Any damage to lawns, services, existing structure etc. during execution of work will have to be made good by the contractor at his own cost.
10. The contractor will co-operate with the other agencies working at the site/or in the surrounding area.
11. The successful contractor or his representative should be available at work site execution on appointed days during the execution of the work to receive instruction from the office, Secretary Garden Committee or her/his representative.
12. The contractor has to make his own arrangement of T&P required for execution of the work and no claim will be admissible on this account.
13. The contractor and driver shall obtain and maintain a valid license under the Contract Labour (R & A) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971, before the commencement of the work and continue to have a valid license until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986. The contractor shall also comply with the provisions of the building and the other construction workers (Regulation of Employment & Conditions of Service) Act, 1996 and the building and other

Construction Workers Welfare Cess Act, 1996. No labourer below the age of fourteen years shall be employed on the work.

Any failure to fulfill these requirements shall attract the penal provisions of this contract arising out of the resultant non-execution of the work.

14. Before commencement of the work, the contractor shall submit completion program of the assigned work so as to inform the Secretary Garden Committee in advance. The work shall be executed without inconvenience to the beneficiaries.
15. In case the work site is not made available to the contractor according the program, no claim will be admissible on this account.
16. The contractor shall have to get the site of work cleared during execution and / or on completion of work as per directions and to the satisfaction of office of the Secretary Garden Committee.
17. Variation in excess of the work shall not be allowed without prior approval of the competent authority. It shall be the responsibility of the contractor to ensure that cost of the work is not increased beyond the award value.
18. The tender shall remain open for acceptance of the period of **90** days from the date of opening of tenders. If any bidder withdraws his tender before the said period or makes any modification in the terms and conditions of the tender which are not acceptable to the University, then the University without prejudice to any right or remedy be at liberty to forfeit the earnest money.
19. Conditional tenders/ quotation will be rejected.
20. The acceptance of the tender will be the university authorities who do not bind themselves to accept the lowest tender. The University authorities reserve the right to reject any or all the tenders without assigning any reason.
21. The contractor shall sign all pages of the tender documents including these conditions. Incomplete tenders are likely to be rejected.
22. The Contractor shall be required to deposit an amount equal to 5% of the tendered value of the work as performance guarantee in the form of irrevocable bank guarantee bond of any scheduled bank or state bank of in accordance with the form prescribed or in the form of Govt. Security, fixed deposit receipt etc. as in the case of recovery of security deposit within 15 days of the issue of letter of intent but before award or work. This period can be further extended by the office of Secretary Garden Committee up to a maximum period of 7 days on written request of the contractor.
23. The work is to be executed as per schedule given by the office of Secretary, Garden Committee and the contractor shall restrict the work accordingly.
24. After the award of work and agreement will be as per the general condition of contract of work of University of Delhi, which can be seen from the office of Secretary Garden Committee.
25. Time allowed to commence the work from the 7th day after the date of written order will be **365** days.
26. Rates quoted for the items, should be written in words and figures. Rebate if any, should also be written both in words as well as in figure. GST applicable as per Govt. Rule.
27. The contactors can see the site of work before quoting their rates.

28. The acceptance of the tender will rest with the University Authorities, University of Delhi, Delhi who do not bind themselves to accept the lowest tender, reserve, to themselves the authority to reject, any or all the tenders received without assigning any reason. All tenders in whom any of the prescribed conditions are not fulfilled are liable to be rejected conditional tender i.e tenders with conditional rebate shall be summarily rejected.
29. The contractor or his authorized representative will have to sign the site order books and comply with the remarks there in.
30. All the disputes arising of this contract shall be referred to the sole arbitrator or the person appointed by the Vice-Chancellor, Delhi University or Administrative Head of the Delhi University in case there is no Vice-Chancellor.
31. If any damage is done to the building during the checking existing conduit, junction boxes etc. same will have to be made good by the contractor for which nothing extra will be paid.
32. The rate should be quoted after visiting the site; otherwise it will assume that rates are quoted after visiting the site.
33. The work is to be executed as per layout given by the Secretary Garden Committee. and the contractor shall restrict the work accordingly.
34. After the award of work and agreement will be as per the general condition of contract of work of University of Delhi, which can be seen from the office of the Secretary, Garden Committee.
35. If the contract has not carried out the work as per the CPWD specification no claim of payment is acceptable.
36. At the time of billing the contractor will have to submit an Affidavit\undertaking regarding payment of labour has been done after the completion of work.
37. The Jurisdiction of the courts shall be Delhi.

**Garden Committee
University of Delhi**

SPECIAL CONDITION

STATE:- **DELHI** CIRCLE:- **North campus**
BRANCH:- **Garden committee** DIVISION:- **Garden committee**

Percentage Rate Tender & Contract for works.

Tender for the work of : M/O Gardens/Lawns area at various site maintained by Garden Committee.(S.H. Providing and opration of water tanker of capacity 5000 liters with required laber and T&P for watering of plants/trees etc in jurisdiction of Garden Committee at north campus University of Delhi, Delhi 110007.

- (i) To be submitted by 15:00 hours on 05 /08/2019 to **office the Secretary Garden committee, University of Delhi**
- (ii) To be opened in presence of renderers who may be present at 15:00 hours on 06/08/2019 in **office The Secretary of Garden committee, University of Delhi**

TENDER

I/We have read and examined the notice inviting tender, schedule, A,B,C,D,E & F. specifications applicable , Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, special conditions, Schedule of Rate & other documents and Rules referred to in the condition of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule "F", viz., schedule of quantities and in accordance in all respects with the specifications, design, drawings and instructions in writing referred to in Rule-I of General Rules and Directions and in Clause-11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such condition so far as applicable.

We agree to keep the tender open for Fifteen (15) days from the due date of its opening/ninety days from the date of opening of financial bids and not to make any modification in its terms and conditions.

A sum of **Rs. 6516.00-** is herby forwarded in fixed deposit receipt of a scheduled bank/demand draft of a scheduled bank,/bank guarantee issued by a scheduled bank as earnest money. If I/We, fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said President of India or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence the work as specified, I/We agree that President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, upto maximum of the percentage mentioned in Schedule 'F' and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form.

Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We hereby declare that I/We shall treat the tender documents, drawings and other records connected with the work as secret/confidential documents and shall not communicate information/ derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated

Signature of Contractor
Postal Address #

Witness: #

Address: #

Occupation: #

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs.*..... (Rupees.....(*).....).

The letters referred to below shall form part of this Agreement:-

- i) (*)
- ii) (*)
- iii) (*)

For & on behalf of the Registrar
University of Delhi

Signature.....

Designation.....

Dated*.....

{* to be filled by DD}

{ # to be filled by Contractor}

PERFORMA OF SCHEDULES

SCHEDULE 'A'

Schedule of Quantities (Enclosed) as per BOQ

SCHEDULE 'B'

Schedule of materials to be issued to the contractor.

| Sl. No. | Description of Item | Quantity | Rates in figures & words at which the material will be charged to the contractor | Place of Issue |
|---|---------------------|----------|--|----------------|
| 1 | 2 | 3 | 4 | 5 |
| -----NIL----- | | | | |
| <i>(Material required for the work shall be arranged by the contractor)</i> | | | | |

SCHEDULE 'C'

Tools and Plants to be hired to the contractor

| Sl.No. | Description | Hire charges per day | Place of issue |
|--|-------------|----------------------|----------------|
| 1 | 2 | 3 | 4 |
| -----NIL----- | | | |
| <i>(Shall be arranged by the contractor)</i> | | | |

SCHEDULE 'D'

Extra schedule for specific requirements/documents for the work, if any : **NIL**

Schedule – 'E'

Reference to General Conditions of contract

Name of Works : M/O Gardens/Lawns area at various site maintained by Garden Committee (Sub Head : Providing and operation of water tanker of capacity 5000 liters with required labour and T&P for watering of plants/trees etc under jurisdiction of Garden Committee at North Campus University of Delhi, Delhi 110007.

- i) Estimate cost of Work : Rs. 325784.00-**
- ii) Earnest Money : Rs. 6516.00- (2%)**
- iii) Performance guarantee : 5% of tendered value**

SCHEDULE 'F'

General Rules and Directions : General Conditions of Contract for CPWD works 2016 with upto date online receipt of amendments shall be read with NIT.

Officer Inviting Tender

**The Secretary, Garden committee
University of Delhi**

Maximum percentage for quantity of items of works to be executed beyond which rates are to be determined in accordance with Clause 12.2 & 12.3.

50%

Definitions:

2(v) Engineer-in-Charge

**Office of the Secretary, Garden committee
University of Delhi**

2(viii) Accepting Authority

**Office of the Secretary, Garden committee
University of Delhi**

2(x) Percentage on cost of materials and labour to cover all overheads and profits.

15%

2(xi) Standard Schedule of Rates

DSR 2018 (Hort.) with Correction slips issued upto date of online receipt of tender.

2(xii) Department

The Office of Garden committee

9(ii) **Standard CPWD contract Form**

GCC 2018 CPWD form 8 as modified and corrected upto date of online receipt of tender.

Clause- I

(i) Time allowed for submission of Performance Guarantee from the date of issue of letter of Acceptance, in days

05 Days

(ii) Maximum allowable extension with late fees @ 0.1% per day performance guarantee amount beyond the period as provided in (i) above

02 Days

Clause 2

Authority for fixing compensation

**The Office of Secretary Garden committee,
University of Delhi**

under clause 2.

Clause 2 A

Whether clause 2A shall be applicable

No

Clause 5

Number of days from the date of issue of letter of acceptance for reckoning date of start

07 Days

Mile Stone (s) :- As per table given below:-

Table of Mile Stone(s)

| S.No. | Description of Milestone (Physical) | Time allowed in days (from date of start) | Amount to be with-held in case of non achievement of milestone |
|--------------|--|--|---|
| 1. | | | |
| 2. | | NIL | |
| 3. | | | |

Time allowed for execution of work

6 (six) Months

Authority to decide

1. Extension of time

: **The Office of Secretary Garden committee
University of Delhi**

2. Shifting of date of start in case of delay in

**The office of Secretary Garden committee
University of Delhi**

handing over site

:

Clause 6, 6(a)

Clause applicable (6), 6(a)

6(a)

Clause 7

Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment.

as per University rules

Clause 7 (A)

No running account bill shall be paid for the work till the applicable labour license, registration with EPFO, ESIC, whatever applicable are submitted by the contractor to the Engineer -in-charge.

Whether Clause 7(A) shall be Applicable.

Yes

Clause 10B (ii)

Whether Clauses 10 B(ii) shall be applicable

Not Applicable**Clause 10C**Component of labour Expressed as percent
of total value of work

80%

Clause 12 shall be read as under:

CLAUSE 12. The office of Secretary Garden Committee shall have power to make any alterations in, omissions from, additions to or substitutions for, the original specifications, drawings, designs and instructions, that may appear to him to be necessary during the progress of the work, and the contractor shall carry out the work in accordance with and instructions which may be given to him in writing signed by the office of Secretary Garden Committee, and such alterations, omissions, additions or substitutions shall not invalidate the contract and any altered, additions or substituted work which the contractor may be directed to do in the manner above specified as part of the work shall be carried out by the contractor on the same conditions in all respects on which he agreed to do the main work. The time of the completion of the work shall be extended in the proportion that the altered, additional or substituted work bears to the original contract work, and the certificate of the office of Secretary Garden Committee shall be conclusive as to such to proportion. Over and above this, a further period to the extent of 25 per cent of the time as extended shall be allowed to the contractor. The rates for such additional, altered or substituted work under this clause shall be worked out accordance with the following provisions in their respective order:

- (i) If the rates for additional, altered, substituted work are specified in the contract for the work, the contractor is bound to carry out the additional, altered or substituted work, at the same rates that are as specified in the contract for the work.
- (ii) If the rates for additional, altered, substituted work are not specifically provided in the contract for the work, the rates will be derived from rates for a similar class of work as are specified in the contract for the work.
- (iii) If the altered, additional or substituted work includes any work for which no rates is specified in the contract for the work cannot be derived from the similar class of work in the contract, than such work shall be carried out the rates entered in C.P.W.D. Schedule of Rates for Delhi 2018 Minus/ plus which the total Bidder amount bears to the estimated cost of the entire work put to tender.
- (iv) If the rates for altered, additional or substituted work cannot be determined in the manner specified in sub- clause (i) to (iii) above then the contractor shall, within 7 days of the date of receipt of order to carry out the work, inform the office of Secretary, Garden Committee of the rate which it is his intention to charge for such class of work, supported by analysis of the rate or rates claimed, and the office of Secretary, Garden Committee shall determine the rate or rates on the basis of prevailing market rates, and pay the contractor accordingly. However the Secretary, Garden Committee by notice in writing, will be at liberty to cancel his order to carry out such class of work and arrange to carry it out in such manner as he may consider advisable. But under no circumstances, the contractor shall suspend the work on the plea of non- settlement of rates of items falling under the clause.

Secretary, Garden Committee