



PONDICHERY UNIVERSITY

HORTICULTURE WING

PU/Hort/F. Garden works/2013-14/009,

Dt. : 11.04.2013.

NOTICE INVITING TENDER

Sealed tenders are invited from the eligible / registered garden contractors for attending the garden maintenance work at various locations within the University Campus for a period of one year.

Last date for receipt of tenders: **24.04.2013 upto 02.30 P.M.**

The applications & other details of garden locations, work specifications and terms & conditions, etc., for carrying out the garden maintenance work may be seen in the University website, www.pondiuni.edu.in, under Tender column.

R.V. Nagar,
11.04.2013.

REGISTRAR.

TENDER SCHEDULE

ANNEXURE – I

Sealed Tenders are invited from the reputed / registered garden contractors for carrying out garden maintenance work at various garden locations as detailed at Annexure – II within the University Campus for a period of one year.

TERMS & CONDITIONS:

1. Last date and time for receipt of Tenders: **24.04.2013** upto **02.30 P.M.**
2. Date & Time of opening of Tender: **24.04.2013** at **03.00 P.M.**
3. The tender schedule, tender application, terms & conditions and other details may be obtained by downloading from the University website www.pondiuni.edu.in. under tender column.
4. The filled in tender application must be accompanied with Rs.525/= [500 + 25 (VAT)] towards the cost of tender schedule, required EMD and other relevant documents.
5. The zone-wise EMD amount fixed by the University are mentioned below:

Garden Zone – I	:	Rs.63,153/=
Garden Zone – II	:	Rs.34,592/=
Garden Zone – III	:	Rs.68,015/=
Garden Zone – IV	:	Rs.42,272/=
Garden Zone – V	:	Rs.46,586/=
6. The filled in application in a sealed cover must be accompanied with D.D. from nationalized bank towards cost of application & EMD. The D.D. should be drawn in favour of “ The Finance Officer, Pondicherry University ”, Puducherry.
7. The tender schedule without the application cost and required EMD and other relevant particulars will be summarily rejected.
8. The sealed tender with tender schedule duly signed by the tenderer / contractors should reach this office on or before **24.04.2013** by **02.30 P.M.** and it will be opened by the Committee on the same day at 03.00 P.M. in the presence of tenderers.
9. The offer must be in English. The rates should be indicated both in figures and words against the garden zones specified in the given table.
10. The tender participants are requested to be present at the time of opening the sealed tenders on **24.04.2013** by **03.00 P.M.** at Administrative block of Pondicherry University Campus.
11. The details of garden maintenance work to be carried out during the maintenance period are furnished in the Annexure - III (A) & (B) of the tender schedule and the maintenance operation has to be properly carried out as per the work specifications mentioned in the tender schedule of Annexure – III (A) & (B).

12. The tender party should inspect all the garden locations and ascertain the actual garden maintenance area, existing garden plants, lawn, nature of field works to be carried out for proper maintenance of gardens, etc., **before applying for the tender.**
13. The tenderers should possess a minimum of 5 years of experience in the garden maintenance work at any Government Agencies / Corporations. The contractor should have minimum turnover of Rs.20 Lakhs worth of garden related works for the past 2 years period from Government Agencies / Corporations, etc.,
14. The rate quoted should be inclusive of all charges for carrying out maintenance works mentioned in the tender schedule and should be quoted for “ **rate per sq. feet per month** ” only (Rs...../= per sq. ft.).
15. The rate quoted in the tender should be **valid for 24 months** from the date of award of the work order.
16. The contractor should submit their profile of work containing Certificate of Registration, Labour Licence from Labour Department (Central), Garden Experience Certificate from Government Agencies / Corporations and other field of specialization in landscaping and garden development, if any, etc. to be enclosed alongwith the tender application. Without the certificates and profile, the tenders will be rejected.
17. The mode of selection is to accept the lowest rate (L^1) offered by the tenderer, the management reserves the right to negotiate with tenderer for further reduction in the rates quoted for maintenance.
18. Priority will be given to the tenderer, who have attended more no. of garden related works in Government Agencies / Corporations during the last two years. The tenderer may also enclose such supply order copies preferably from Government Departments, along with their tenders.
19. Quoting merely the lowest price does not confer any right to any bidder for award of work order. The University's Tender Committee, reserves the right to select any garden zone bid under the grounds of specification compliance, technical skill / quality, proven performance track record, service back up support, offer of additional / special features, compatibility with the existing system, etc.,
20. Security Deposit amount @ 5% of the approved bid amount of successful bidder for garden zones concerned as per work order will be withheld by the University and will be released, after completing the maintenance period awarded to the tender party.
21. In the event of quoting freak rates i.e.; more than minus 25%, an Additional Security Deposit of 5% will be levied over and above the above 5% Security Deposit.
22. For successful bidder, the EMD will be retained as Initial Security Deposit (ISD) and the balance amount of Security Deposit (5%) have to be paid by the contractor at the time of issuing work order.
23. The Income Tax and Sales Tax on works contract will be deducted from the progressive payment as per the prevailing Income Tax and Sales Tax rules.
24. Any damages / loss during the maintenance period should be rectified and the expenses for the damages to the garden components should be rectified and replaced with new plants / garden items and the expenses should also be borne by the successful bidder of the garden zones awarded.
25. The period of contract is the period from the date of Letter of Intent / handing over of site, but the University reserves the right to extend / short close, if it is necessary without any change in the rate and terms and conditions.

26. The University reserves the right to renew the contract for a further period of one year at the same rate and on same terms & conditions.
27. The contractor shall not sublet, transfer or assign the contract or any part there-of to any other party without the written permission of the University. Notwithstanding any such permission to sublet the work, the contractor shall always be responsible for the due fulfillment of the contract.
28. The tender cover should be super-scribed with the name of the garden zones, for example; **“Quotation / Estimate for the garden zone no. _____”** as per the model shown below:

Tender submitted for garden maintenance / horticultural development activities for the garden zone (s) : _____	
To,	The Registrar, Pondicherry University, R.V. Nagar, Kalapet, Puducherry – 605 014.
From, Tenderer’s Address with contact no.	

29. Tender form duly completed in all respects should be accompanied by the following documents:
- Filled in tender schedule (Annexure – iv).
 - D.D. for tender schedule & E.M.D. amount with details of amount paid.
 - Profile of the garden contractor.
 - Details of work carried out by the contractor in Govt. Agencies / Corporations, etc.,
 - Undertaking form duly filled & signed (Annexure – v).
 - Scope of work & work specifications form (Annexure – III (A) & (B)).
30. The sealed tenders alongwith required EMD may also be deposited into the tender box kept in the reception counter at Administrative building (Ground Floor) within the due date / time i.e.; on or before **24.04.2013 upto 02.30 P.M.**
31. The sealed tenders alongwith required EMD should be address to ,
- The Registrar,
Pondicherry University,
R.V. Nagar,
Kalapet,
Puducherry – 605 014.
32. The following registers should be maintained by the garden maintenance contractors as per the Central Wages Act.
- Attendance Register.
 - Wages Distribution Register.
 - Garden Maintenance work Register.
 - Register of time / register of over time / register or deduction for damages and loss.
 - Wages slip.
33. The wages should be paid as per the central wages Act by the garden maintenance contractors / landscape designers to the labourers working in their control.
34. All the garden labourers working under their control should be covered under EPF Act and ESI Act. The contractor should make all the payments towards EPF for the labourers engaged by them for the garden maintenance work.

35. Separate registers should be maintained for individual garden maintenance location. All the registers should be kept in the work spot for verification by the Labour Commissioner / University Authorities.
36. If an work order is placed with the firm, the selected tenderer should enter into an agreement with this University in a Rs.50/= non judicial stamp paper and it should be governed as per the University rules in force at the time. The copy of the agreement form is enclosed in Annexure – VI.
37. The contractor shall be entirely responsible for any injury to the workmen in the event of them being involved in an accident and shall render all co-operation to the University officials if any enquiry is held thereon.
38. All safety pre-cautions and safety rules should be followed and failure to adhere to the same will be viewed seriously and the consequences there of shall be borne by the contractor.
39. In case of default by the contractor in fulfilling the obligations under the Acts and Rules, the University have right to punish the contractor by recovery from bills, security deposit or any amount due to him or otherwise as recovery of debts.
40. In the course of execution of the contract by the contractor, if any damage occur to the materials, equipments, water supply, power supply, power supply connections, fittings or any other installations, such damages will be recovered from the contractor of the cost prices of the articles damaged, plus other cent age charges.
41. No alterations or erasures in the tender form are permissible without proper authentication, otherwise it is liable to be rejected.
42. Tender received after due date or time or if tender is not duly sealed & signed will be rejected.
43. In case of any difference or dispute arising in connection with the tender / contract, all legal proceedings relating to the matter shall be institute / only in the jurisdiction of the Union Territory of Puducherry.
44. Additional terms and conditions will be incorporated in the work order, if needed, to safe guard the interests of the University.
45. The University reserves the right to terminate the contract which may carry with it forfeiture of Security Deposit in addition to recovery of any loss or consequence there-of, at any time, if it is found that the contractor is not able to carry out the work satisfactorily.
46. The offers received through telex / tele-fax / e-mail will not be accepted by the University under any circumstances.
47. The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.

48. For any clarifications, the participant may contact the Officer concerned as given below:

Name of the Officer	Contact Numbers
Dr. R. MANIVANNAN, Horticulturist, Horticulture Wing, Pondicherry University Puducherry	Off : 0413 – 2654266 Cell : 94430 69978

49. The Pondicherry University reserves full right to accept, reject or cancel or postpone the tender without assigning any reason depending upon the situation even after opening and conduct of the tender.

REGISTRAR.

ANNEXURE – II

GARDEN ZONE - I

Sl. no.	Garden location	Garden area in Sq. ft.
1	Foreign & Transit hostel (Univ. Guest House - II)	16238
2	Opp. to Admn. blg. garden	13860
3	Students Service Centre	6013
4	Old SOM blg (A)	21460
5	Old SOM blg (B)	2200
6	New Lecture Hall Complex – II OTS	2699
7	„ – North, South & Back side	1300
8	„ – Front side shade grass garden	8675
9	Elec. Media&Mass Comn. (Front)	9080
10	Elc. Media & Mass comn. (east)	18615
11	Phy. Edn. Dept.,	7010
12	Sports Gallery – A	11442
13	Sports Gallery – B	7016
14	Sports Gallery – C	10050
15	Sports Gallery – D	7050
16	New Research Scholar Gents Hostel – A1	5715
17	„ – A2, A7 & A8	6195
18	„ – A3	4390
19	„ – A4	3500
20	„ – A5	5115
21	„ – A6	5000
22	Ilango Adigal men's hostel	12187
23	Old (5) Men's hostel	26579
24	3 Men's hostel & Mega mess	53290
		264679

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ANNEXURE – II**GARDEN ZONE - II**

Sl. no.	Garden location	Garden area in Sq. ft.
1	Men's Gym	5060
2	Addl. 2 Men's Hostel – (1) Dr. Radhakrishnan	13000
3	„ – (2) Maulana Abul Kalam	13000
4	Kalpana Chawla Women's Hostel	18000
5	New Research Scholar Ladies Hostel – A1, A2	7493
6	„ – A3, A4	6000
7	„ – B1, B2, B3, B4	4500
8	„ – C1, C2, C3, C4	2400
9	„ – D1, D2, D3, D4	750
10	„ – A (Near road side)	3225
11	Annai Teresa Mega Mess for Women	12000
12	Women's Gym	2895
13	New 40 Unit apartment (location A)	1000
14	New 40 Unit apartment (location B)	3000
15	New 40 Unit apartment (location C & D)	4000
16	New 40 Unit apartment (location E)	10000
17	Bio-tech blg. (location -A)	7720
18	Bio-tech blg. (location -B)	4237
19	Bio-tech blg. (location -C)	4080
20	Bio-tech blg. (location -D)	9200
21	Bio-tech blg. (location -E)	8421
22	Bio-tech blg. (location -F)	3195
23	Day Care Centre	1800
		144976

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ANNEXURE – II

GARDEN ZONE - III

Sl. no.	Garden location	Garden area in Sq. ft.
1	Chemistry location `A'	12178
2	Chemistry location `B'	6950
3	Chemistry location `C'	15470
4	Maths blg. (front)	5080
5	Physics Phase-I location `A'	6250
6	Physics Phase-I location `B'	1842
7	Physics phase – II (North)	1120
8	Physics phase – II (East, West & North)	15750
9	Physics phase – II (OTS)	3318
10	Cen. for Polln. Control	9675
11	V.C's official residence	21790
12	Conv. Cum. Cultural Complex	22130
13	UGC - ASC (G7A)	6000
14	UGC - ASC (G7B, G7C)	4500
15	UGC - ASC (G8, G8A)	9000
16	UGC - ASC (G9A, G9B, G10, G10A)	1000 Sq. mt. (250 plants)
17	UMISARC (G1) - lawn area	25000
18	UMISARC (G1) - plants & logo	2439 Sq. mt.
19	UMISARC (G2A)	1300 Sq. ft.
20	UMISARC (G5)	750 Sq. mt. (Plants & trees)
21	UMISARC (G3) - inner circle	13500
22	Silver Jubilee Campus wall garden	2000
23	Approach road (Northern side) to UMISARC	
24	Tree planting - Silver Jubilee Campus - Compound wall planting	500 nos.
25	„ - Outer circle road	272 nos.

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ANNEXURE – II

GARDEN ZONE - IV

Sl. no.	Garden location	Garden area in Sq. ft.
1	Silver Jubilee rountana	4085
2	Silver Jubilee road (4) junction	2000
3	S.O.T. (G28A, G28B)	10000
4	S.O.T. (G29A, G29B)	9000
5	Social Science & Humanities (G11)	23000
6	Social Science & Humanities (G12)	7000
7	Social Science & Humanities (G13)	2500
8	Social Science & Humanities (G14)	3000
9	Social Science & Humanities (G15)	7000
10	Social Science & Humanities (G16)	2500
11	Social Science & Humanities (G17)	3000
12	Social Science & Humanities (G18A)	8600
13	Social Science & Humanities (G18B)	8600
14	Social Science & Humanities (G19A & 19B)	4500
15	Social Science & Humanities (G20A & 20B)	5000
16	Social Science & Humanities (G21)	2500
17	Social Science & Humanities (G22)	3000
18	Social Science & Humanities (G23)	7000
19	Social Science & Humanities (G24)	2500
20	Social Science & Humanities (G25)	7000
21	Social Science & Humanities (G26)	3000
22	Amphi theatre 1 & 2 (Soc. Sci. & Hum.) (8664 + 8664)	17328
23	Tree plantation (behind new buildings)	400 nos.
24	Tree plantation (inner ring road)	900 nos.

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ANNEXURE – II

GARDEN ZONE – V

Sl. no.	Garden location	Garden area in Sq. ft.
1	Uni. Emblem garden near Admn. block	14370
2	Examination Wing - (A, B, C & D)	5000
3	Examination Wing - OTS	4500
4	Library blg. garden (front side)	5045
5	Library blg. garden (north west side)	9805
6	Library blg. garden (East west side)	2060
7	New SOM blg (A)	6250
8	New SOM blg (B)	6250
9	New SOM blg (C1&C2)	18200
10	New SOM blg (D)	8410
11	D.D.E garden – (location – A)	13900
12	D.D.E garden – (location – B)	11600
13	D.D.E garden – (location – C)	7160
14	Sci. & Hum – I (west side)	24810
15	Sci. & Hum – I (north west side)	3810
16	Sci. & Hum – I (south side)	2510
17	Sci. & Hum. - I (Inner Circle)	14000
18	Sci. & Hum II (A1)	4145
19	Sci. & Hum II (B1)	9530
20	Sci. & Hum II (C1)	600
21	Sci. & Hum II (Cb1)	2450
22	Sci. & Hum II (D1)	3270
23	Sci. & Hum II (E1)	3270
24	Sci. & Hum II (inner circle)	14300
		195245

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ANNEXURE – III (A)

SCOPE OF WORK

Garden maintenance for newly developed garden and already developed garden in Puducherry.

Garden maintenance works to be attended in the maintenance period.

Sl. no.	Nature of works to be carried out in the Garden Maintenance for the newly developed garden and already developed garden	Details / Frequencies
1.	a) Watering the lawn and other plants regularly. b) Weeding the lawn area and maintaining the lawn free from other unwanted plant. c) General cleaning of the lawn area, removal of dried leaves and other unwanted materials.	Watering on the need based (Wages payment for the labour as per the Central Labour Act) Weeding the lawn area once in 15 days. Every day on need based and to keep the lawn and garden area neat and tidy.
2.	Moving of lawn grass	Once in 3 months, by using Mechanized lawn mower
3.	Application of Farm Yard Manure / Fertilizer	Once in a month for grass area and specimen plants and edge plants (Register should be maintained)
4.	Application of plant protection chemicals including the cost of chemicals.	Once in a month and additional spray on need based (Register should be maintained) and scrutinized from authority
5.	a) Hedge trimming, Maintenance of flower bed, Specimen plants, etc., free from spread of lawn grass, other unwanted plants, if any. b) Providing and maintaining the basin for specimen plants.	Once in 3 months / on need based. On need based.
6.	a) The watering source for garden watering will be arranged. b) Hose pipe for watering purpose should be arranged.	By the client Department By the Contractor

The following Register to be maintained and kept available for verification / inspection of the University Authorities / Inspecting Officials of Pondicherry University.

- i. Attendance register of the garden workers.
- ii. Wages disbursing register.
- iii. Garden maintenance work register.
- iv. Register of over time, Register of time, Register of deduction for damage of loss.
- v. Wages slip.

The rate should be quoted for maintenance on per sq. ft. basis.

ANNEXURE – III (B)

WORK SPECIFICATIONS:

Details of garden maintenance work to be carried out and strictly adopted for proper maintenance.

1. The garden area should be kept neat and clean without any dried plants, lawn, waste materials, etc.
2. Regular watering should be provided for keeping the greenery in a good condition. Usage of irrigation water should be done as per the actual requirement for lawn grass, plants & tree seedlings, etc., and wastage / excess usage of bore well water should be restricted.
3. Weeding operations should be carried out once in 15 days and to keep the lawn and other garden area neat and clean without any unwanted weed growth.
4. Moving of lawn grass should be carried out once in 3 months to maintain the lawn area in uniform growth.
5. Application of required farm yard manure should be attended once in a month for the lawn grass, specimen plants, hedge / edge plants, flower bed and other garden plants within the garden area.
6. Required plant protection operation should be carried out by spraying suitable plant protective chemicals as and when required to keep the garden plants without any pest and disease attack.
7. Hedge trimming, pruning, removal of dried leaves & branches, removal of unwanted plants, keeping the flowering plants in the flowering bed, specimen plants in a good condition should be carried out regularly to keep the gardens are good looking status.
8. Each and every specimen plants and other foliage / flowing plants already planted in the garden area should be made basic around the plants to retain required water and manure etc. for its proper growth.
9. The required materials for providing irrigation facilities should be arranged by the garden contractor including the maintenance of already provided irrigation pipe lines within the garden area.
10. The bore well motor providing irrigation source to the garden area should be maintained properly by the garden contractor and if any major repairs to the bore well motors should be informed to the Horticulture Wing and will be rectified under the supervision of Horticulture Wing and payment will be made accordingly.
11. The contractor should utilize required irrigation water from the already existing bore well maintained in the University for this purpose.

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ANNEXURE – IV

PONDICHERRY UNIVERSITY - HORTICULTURE WING

(A CENTRAL UNIVERSITY)

R.V. NAGAR, KALAPET, PUDUCHERRY – 605 014.

TENDER SCHEDULE

PART – B

The rate quoted should be for annual maintenance of the gardens, developed within the Pondicherry University Campus, Puducherry Region.

1. Name and address of the Tenderer / Garden :
maintenance Contractor / Landscaper

2. Telephone no(s) inc. Mobile no(s) :

3. Profile of the Tenderer / Garden maintenance :
Contractor (Details to be enclosed separately)

4. Tender Schedule fee details:

Sl. no.	Tender Schedule fee	DD no. & date	Bank name and branch

5. EMD payment details:

Sl. no.	Garden Zone	EMD amount (Rs.)	Demand Draft no. and date	Name of the Bank and Branch
1.	I			
2.	II			
3.	III			
4.	IV			
5.	V			

6. Tender amount quoted for the maintenance of Zone-wise gardens:

Sl. no.	Garden Zone	Quoted rate / Sq. ft. (Rs.)
1.	I	
2.	II	
3.	III	
4.	IV	
5.	V	

Note: The garden maintenance work to be carried out is furnished in Annexure – III (A & B) of the Tender Schedule. The rate quoted should be inclusive of all charges for carrying out the work mentioned and should be **quoted for rate per sq. ft. basis only**.

UNDERTAKING

I / We hereby declare that the terms and conditions of the tender schedule – Annexure - I (Sl. no.1 to 49) and work specifications at Annexure - III (A & B) have been read and understood by Me / Us and agree to abide by all of them.

Place :

Date :

Signature of the Tenderer.

Annexure – V

UNDERTAKING

TO BE SUBMITTED DULY FILLED AND SIGNED ALONG WITH TENDER SCHEDULE:

01.	Name and address of the Tenderer		
	Phone no.		
	Fax no.		
	E-mail address		
02.	Cost of tender form submitted as Demand Draft	DD enclosed / Not applicable	
		DD no.	
		Date	
		Bank & Branch	
03.	Whether the tender have enclosed EMD amount. Please indicate the DD no., date, bank name offer received without EMD are liable for rejection.	Yes / No	
		DD no.	
		Date	
		Amount	
		Bank & Branch	
04.	Experience details of establishing new landscape gardens / maintenance work in Govt. Agencies / Corporations, etc., Proof to be enclosed.	Yes / No	
05.	Has the tenderer established for any Government establishment or large corporate bodies. If yes, proof enclosed.	Yes / No	
06.	Does the tenderer has ISO certification as a proof of high standards of quality? Proof to be enclosed.	Yes / No	
07.	Validity of offer whether agreed for the validity period of 02 years from the date of awarding the work to the tenderer?	Agreed / Not agreed	
08.	Is the tenderer agreeable for the payment terms.	Yes / No	
09.	Is the tenderer agreeable for the general terms and condition and special conditions of the tender.	Agreed / Not agreed	
10.	Income Tax returns. Have you attached the clearance details with proof for the past 3 years enclosed. PAN number of Income Tax.	Yes / No	
11.	Name of your Bank and address		

- I / We hereby declare that the information furnished above are true and correct to the best of my / your knowledge.

- I / We hereby declare that the terms and conditions of the tender schedule – Annexure - I (Sl. no.1 to 49) and work specifications at Annexure - III (A & B) have been read and understood by Me / Us and agree to abide by all of them.

- If the statement of information furnished above is found incorrect / false, I / we further agree that University Authorities reserves the right to reject the tender based on its evaluation.

- I / We enclosed herewith i) DD no. _____ dated; _____ for Rs. _____ towards EMD as per tender conditions.

Date :

Address :

Signature of tender party with seal

Note:

- The due date for submission of completed tender documents is 24.04.2013 upto 02.30 P.M.

- No late tender will be entertained and the Pondicherry University, Puducherry will not responsible for postal or any other delay in submission of tender on due date and in time.

Annexure - VI

DEED OF AGREEMENT

The Deed of Agreement executed on this _____ day of _____ Two Thousand and Thirteen between _____ Garden Maintenance Contractor, Puducherry (hereinafter called the "Executive Garden Contractor") which expression shall where the context so permits include their heirs, executors, legal representatives and assignees of the one part and by Pondicherry University, R.V. Nagar, Kalapet, Puducherry – 605 014 represented by the Registrar and his successors hereinafter referred by Pondicherry University form the other part.

WHEREAS the executive Garden Contractor hereby agrees to executive the following work.

- I. Nature of works to be carried out in the Garden Maintenance for the newly developed garden and already developed garden.
 - a) Watering the lawn and other plants regularly. Watering on need based (Wages payment for the labour as per the Central Labour Act)
 - b) Weeding the lawn and maintaining the lawn free from other unwanted plant. Weeding the lawn area once in 15 days.
 - c) General cleaning of the lawn area, removal of dried leaves and other unwanted materials Every day / on need based and to keep the lawn and garden area neat and tidy.
 - d) Mowing the lawn grass once in 3 months, by using Mechanized lawn mower.
 - e) Application of Farm Yard Manure once in a month for grass area, specimen plants and edge plants (Register should be maintained).
 - f) Application of plant protection chemicals once in a month and additional spray on need based (Register should be maintained and scrutinized from authority).
 - g) Hedge trimming, maintenance of flower bed, specimen plants, etc., free from spread of lawn grass, other unwanted plants, if any, once in three months.
 - h) Providing and maintaining the basin for specimen plants on need based.
 - i) Maintenance of Attendance Register of the garden work for each location.
 - j) Maintenance of Wages disbursing register.
 - k) Maintenance of garden work register.
 - l) Maintenance of wage slip.

- II. The executive garden contractor shall maintain the garden for twelve months / twenty four months from the date of award of the work order.

Contd... Pages 2 of 2

- III. The executive garden contractor agrees to abide by all the terms and condition stipulated in the Tender Schedule.
- IV. Improper maintenance / violation of the terms and conditions stipulated in the Tender Schedule will read to breach of the agreement and deed to cancellation of the contract immediately besides foregoing their EMD / Security Deposit.

The Pondicherry University agrees to repay the EMD on successful completion of the garden maintenance period by the executive garden contractor without accrued interest.

IN WITNESS WHEREOF, the Registrar, Pondicherry University, Puducherry and the executive Garden Contractor respectively set their respective signatures and seals on the day _____ of _____ month and year _____ first above mentioned.

GARDEN CONTRACTOR

REGISTRAR, PONDICHERRY UNIVERSITY.

WITNESS:

1.

2.