



PONDICHERY UNIVERSITY

HORTICULTURE WING

PU/Hort/F. Tree plantation/2013-14/74,

Dt.: 29.05.2013.

NOTICE INVITING TENDER (TWO COVER SYSTEM)

Sealed tenders in single cover consisting of two inner sealed covers containing Technical bid cover as Part-I and Financial bid (Price) cover as Part-II are invited from the eligible / registered garden contractors for attending new tree plantation work at various locations within the University Campus.

Last date for receipt of tenders: **20.06.2013 upto 02.30 P.M.**

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

R.V. Nagar,
29.05.2013.

REGISTRAR.

TENDER SCHEDULE

ANNEXURE – I

Sealed Tenders are invited from the reputed / registered garden contractors for carrying out new tree plantation work at various locations as detailed at **Annexure – II** within the University Campus.

TERMS & CONDITIONS:

1. Last date and time for receipt of Tenders: **20.06.2013** upto **02.30 P.M.**
2. Date & Time of opening of Tender: **20.06.2013** at **03.00 P.M.**
3. The tender schedule, tender application, terms & conditions and other details may be obtained by down loading 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:

Sl. no.	Location	Total no. of seedlings to be planted (nos.)	EMD amount (Rs.)
1.	Tree plantation Zone – I	1000	38,963
2.	Tree plantation Zone – II	1500	57,428
3.	Tree plantation Zone – III	1000	38,963
4.	Tree plantation Zone – IV	1500	57,428
5.	Tree plantation Zone – V	1000	38,963
6.	Tree plantation Zone – VI	1000	38,963
7.	Tree plantation Zone – VII	2000	78,492
8.	Tree plantation Zone – VIII	1500	57,428
9.	Tree plantation Zone – IX	1000	38,963
10.	Tree plantation Zone – X	500	19,574

6. **Technical bid cover part – I** of the bid should contain D.D. for application cost, EMD, Documentary evidences for pre-qualification requirements viz., Registration Certificate, Licence from Labour Department (Central), proof for 5 years of garden / tree plantation work experience, proof for attending 20 lakhs worth of garden / tree plantation work during last 2 years from the Government Departments / Corporations, etc.,
7. All the pre-qualification works for the tender should have been carried out in Government / Quasi – Government / Public Sector Undertaking / Government Undertaking Corporations in bidders name in the form of copy of letter of intent / agreement, work order & work completion certificate issued are to be furnished / enclosed alongwith part-I of the bid. It is the responsibility of the bidder to prove that they are qualified for the work and no further details will be received after opening the tender.
8. Any bid without documentary evidences will not be considered for further evaluation. Documents in original have to be submitted for verification on demand, failing which the offer is liable for rejection.
9. **Financial bid (Price) cover part – II** should contain only tender schedule with accepted price / cost duly filled and signed. The **technical over only will be opened on due date** and time i.e.; 20.06.2013 by 03.00 P.M.

10. After verifying the documentary evidences & E.M.D., etc., in the Technical Bid Cover (part-I), the eligible tenders of Financial Bid (Price) Cover (Part-II) will be opened subsequently (or) as decided by the Tender Committee at that time.
11. 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.
12. The tender schedule without the application cost and required EMD and other relevant particulars will be summarily rejected.
13. The sealed tender with Technical bid & Financial bid (Price) in separate covers duly signed by the tenderer / contractors should reach this office on or before **20.06.2013** 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.
14. The offer must be in English. The rates should be indicated both in figures and words against the tree plantation zones specified in the given table.
15. The tender participants are requested to be present at the time of opening the sealed tenders on **20.06.2013** by **03.00 P.M.** at Administrative block of Pondicherry University Campus.
16. The details of tree varieties identified for tree planting programme are furnished in the **Annexure – III** and the details of tree plantation & maintenance work to be carried out are furnished in the **Annexure – IV (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 – IV (A & B). After verification of tree varieties as per Annexure – III by Horticulture Wing, the tree plantation work will be allowed. It should be confirmed with Horticulture Wing, before taking up tree plantation by the successful tender party.
17. **The tender party should inspect all the tree plantation locations and ascertain the actual tree plantation work, plantation location and nature of field works to be carried out for undertaking the tree plantation work & maintenance, etc., as per the tender specifications & conditions before applying for the tender.**
18. The tenderers should possess a minimum of 5 years of experience in attending garden development work / tree plantation work inc. maintenance at any Government Agencies / Corporations. The contractor should have minimum turnover of Rs.20 Lakhs worth of Tree plantation related works / Horticultural related garden development works for the past 2 years period from Government Agencies / Corporations, etc.,
19. The rate quoted should be inclusive of all charges for carrying out tree plantation & maintenance works mentioned in the tender schedule and should be quoted for “ **Location-wise / Zone-wise tender amount** ” inc. one year AMC.
20. A separate calculation sheet for item-wise break up details for attending the proposed tree plantation work viz., area cleaning, digging of pits, input cost, tree seedling cost (with varieties), cultural operation cost, irrigation pipe lines, maintenance cost & all other related work should also be furnished alongwith the tender schedule.
21. The rate quoted in the tender should be **valid for 24 months** from the date of award of the work order.
22. The contractor should submit their profile of work containing Certificate of Registration, Labour Licence from Labour Department (Central), Tree plantation / Garden development work Experience Certificate from Government Agencies / Corporations and other field of specialization in landscaping and tree plantation development, if any, etc. to be enclosed alongwith the tender application. Without the certificates and profile, the tenders will be rejected.

23. The mode of selection is to accept the lowest rate (L¹) offered by the tenderer, the University reserves the right to negotiate with tenderer for further reduction in the rates quoted for maintenance.
24. Priority will be given to the tenderer, who have attended more no. of tree plantation 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.
25. 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 tree plantation 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.,
26. Security Deposit amount @ 5% of the approved bid amount of successful bidder for tree plantation 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.
27. 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 5% Security Deposit.
28. 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.
29. 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.
30. Any damages / loss during the maintenance period should be rectified and the expenses for the damages to the tree plantation components should be rectified and replaced with new plants / tree plantation items and the expenses should also be borne by the successful bidder of the tree plantation zones awarded.
31. The commencement of 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.
32. 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.
33. The sealed tender cover containing technical bid in separate cover and Financial bid in separate cover should be super-scribed with the name of the tree plantation zone(s), for example; **"Quotation / Estimate for new tree plantation work : Zone No. _____"** as per the model shown below:

Tender submitted for tree plantation & maintenance work for Zone no.:	
To,	The Registrar, Pondicherry University, R.V. Nagar, Kalapet, Puducherry – 605 014.
From, Tenderer's Address with contact no.	

34. Tender form duly completed in all respects should be accompanied by the following documents:

- i. Filled in tender schedule (Annexure – V) with technical bid & price bid.
- ii. D.D. for tender schedule & E.M.D. amount with details of amount paid.
- iii. Profile of the garden contractor.
- iv. Details of work carried out by the contractor in Govt. Agencies / Corporations, etc.,
- v. Undertaking form duly filled & signed (Annexure – VI).
- vi. Scope of work & work specification form (Annexure – IV A & B).

35. 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 **20.06.2013 upto 02.30 P.M.**

36. The sealed tenders alongwith required EMD should be address to ,

The Registrar,
Pondicherry University,
R.V. Nagar,
Kalapet,
Puducherry – 605 014.

37. The following registers should be maintained by the tree plantation maintenance contractors as per the Central Wages Act.

- a) Attendance Register.
- b) Wages Distribution Register.
- c) Tree plantation Maintenance work Register.
- d) Register of time / register of over time / register or deduction for damages and loss.
- e) Wages slip.

38. The wages should be paid as per the Central Wages Act by the tree plantation & maintenance contractors to the labourers working in their control.

39. All the 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 tree plantation / maintenance work.

40. Separate registers should be maintained for individual tree plantation maintenance location. All the registers should be kept in the work spot for verification by the Labour Commissioner / University Authorities.

41. 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 – VII.**

42. 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.

43. 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.

44. 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.

- 45. 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.
- 46. No alterations or erasures in the tender form are permissible without proper authentication, otherwise it is liable to be rejected.
- 47. Tender received after due date or time or if tender is not duly sealed & signed will be rejected.
- 48. 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.
- 49. Additional terms and conditions will be incorporated in the work order, if needed, to safe guard the interests of the University.
- 50. 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.
- 51. The offers received through telex / tele-fax / e-mail will not be accepted by the University under any circumstances.
- 52. The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.
- 53. 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 0413 – 2654270

- 54. 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

TREE PLANTATION LOCATIONS:

Sl. no.	Tree plantation Zone	Location	No. of seedlings
1.	I	Adjacent to University Gate-II (South side)	1000
2.	II	Behind new Green Energy building	1500
3.	III	Adjacent to Chemistry building	1000
4.	IV	Behind Physical Education Department	1500
5.	V	Behind Faculty Club & Health Centre	1000
6.	VI	Opposite to Cricket Gallery	1000
7.	VII	Adjoining to South West side University boundary wall	2000
8.	VIII	Opposite to Thiruvalluvar stadium and behind Abdul Kalam Hostel	1500
9.	IX	Behind Kamban Hostel and opp. to Food Science building	1000
10.	X	Vacant area adjoining to University roads	500

ANNEXURE – III

TREE VARIETIES IDENTIFIED FOR TREE PLANTING PROGRAMME:

Sl. no.	Name of the tree species
1.	Acacia nilotica (L.) Delile
2.	Actinodaphne bourneae Gamble
3.	Actinodaphne lanata Meisn.
4.	Actinodaphne salicina Meisn.
5.	Adenantha pavonia
6.	Adisonia digitata
7.	Aegle marmelos (L.) Corr.
8.	Aglaia elaeagnoidea (Juss.) Benth.
9.	Ailanthus excelsa
10.	Alangium salvifolium
11.	Albizia amara (Roxb.) Boivin
12.	Alibizia lebbeck
13.	Alponsea maderaspatana Bedd.
14.	Alstonia scholaris
15.	Alstonia scholaris (L.) R.Br.
16.	Andrographis stellata C.B. Clarke
17.	Anthocephalus cadamba
18.	Araucaria cookii
19.	Atalantia racemosa Wight & Arn
20.	Azadirachta indica
21.	Bahunia tomentosa
22.	Bambusa arundinacea
23.	Barringtonia acutangula (L.) Gaertner
24.	Barringtonia sp
25.	Basia longifolia – latifolia
26.	Bauhinia racemosa Lam.
27.	Benkara malabarica (Lam.) Tirveng.
28.	Bignonia sp
29.	Brownea coccinea
30.	Butea monosperma (Lam.) Taubert
31.	Callistemon lanceolata
32.	Calophyllum inophyllum L.
33.	Capparis diversifolia Wight & Arn.
34.	Capparis fusifera Dunn
35.	Capparis nilgiriensis Subba Rao et al.
36.	Capparis olacifolia Hook. f. & Thorns.
37.	Capparis shevaroyensis Sundaragh.
38.	Caryota urens L.
39.	Cassia fistula
40.	Cassia javanica
41.	Cassia siamea
42.	Cassia spectabilis
43.	Castanospermum austral
44.	Cerbera odollam
45.	Cinnamomum riparium Gamble
46.	Cleome burmanni Wight & Arn.
47.	Cocklospermum gossypium
48.	Convolvulus flavus Wild.
49.	Corallocarpus gracillipes (Naudin) Cogn.
50.	Cordia sebestena

51.	<i>Corypha umbraculifera</i>
52.	<i>Couropita guianensis</i>
53.	<i>Crataeva magna</i>
54.	<i>Crotalaria shevaroyensis</i> Gamble
55.	<i>Crotalaria conferta</i> Fyson
56.	<i>Crotalaria digitata</i> Hook.
57.	<i>Crotalaria globosa</i> Wight & Arn.
58.	<i>Crotalaria kodaiensis</i> Debberm. & Biswas
59.	<i>Crotalaria longipes</i> Wight & Arn.
60.	<i>Curpressus</i> sp
61.	<i>Cycas beddomei</i> Dyer
62.	<i>Dalbergia paniculata</i> Roxb.
63.	<i>Dalbersia sissoo</i>
64.	<i>Decaschistia rufa</i> Craib
65.	<i>Delonix elata</i>
66.	<i>Delonix regia</i>
67.	<i>Dillenia bracteata</i> Wight
68.	<i>Diospyros ebenum</i> Koen.
69.	<i>Elaeocarpus recurvatus</i> Corner
70.	<i>Elaeocarpus muronii</i> (Wight) Mast.
71.	<i>Erythrina indica</i>
72.	<i>Euonymus angulatus</i> Wight
73.	<i>Ficus krishnae</i>
74.	<i>Ficus microcarpa</i> L.f.
75.	<i>Ficus religiosa</i>
76.	<i>Filicium depciens</i>
77.	<i>Garcinia spicata</i> (Wight & Arn.) J.D. Hook.
78.	<i>Givotia rottleriformis</i> Griff.
79.	<i>Gmelina arborea</i> L.
80.	<i>Grevillea robusta</i>
81.	<i>Guazuma tomentosa</i>
82.	<i>Guazuma ulmifolia</i>
83.	<i>Gyrocarpus americanus</i> Jacq.
84.	<i>Hardwickia binata</i> Roxb.
85.	<i>Hildegardia populifolia</i> (Roxb.) Schult. & Endl.
86.	<i>Ixora parviflora</i>
87.	<i>Ixora saulierei</i> Gamble
88.	<i>Jacaranda</i> sp - <i>mimosifolia</i>
89.	<i>Jatropha villosa</i> L. var. <i>ramnadensis</i> Ramam.
90.	<i>Jatropha maheshwari</i> Subr. & M.P. Nayar
91.	<i>Kigelia africana</i>
92.	<i>Kigelia pinnata</i>
93.	<i>Kingiodendron pinnatum</i> (DC.) Harms.
94.	<i>Lagerstroemia flos reginae</i>
95.	<i>Lagerstroemia thoreli</i>
96.	<i>Lagerstromia reginaea</i>
97.	<i>Leucas wightiana</i> Benth.
98.	<i>Llex gardeneriana</i> Wight
99.	<i>Madhuca longifolia</i> (Koen.) Macbr. Var. <i>longifolia</i>
100.	<i>Maerua apetala</i> (Roth) Jacobs
101.	<i>Manilkara hexandra</i> (Roxb.) Dubard
102.	<i>Melia azedaracta</i> L.
103.	<i>Memecylon flavescens</i> Gamble
104.	<i>Memecylon umbellatum</i> Burm.f.
105.	<i>Michelia champaca</i>

106.	<i>Millingtonia hortensis</i>
107.	<i>Mimusops elengi</i>
108.	<i>Morinda citrifolia</i>
109.	<i>Mucuna atropurpurea</i> DC.
110.	<i>Mucuna gigantean</i> (Wild.) DC.
111.	<i>Murraya paniculata</i> (L.) Jack
112.	<i>Ochna gamblei</i> King ex Brandis
113.	<i>Pamburus missionis</i> (Wight) Swingle
114.	<i>Parkia biglandulosa</i>
115.	<i>Peltophorum pterocarpum</i>
116.	<i>Pithecellobium dulce</i>
117.	<i>Pleurostyliia opposita</i> (Wall.) Alston
118.	<i>Pogostemon atropurpureus</i> Benth.
119.	<i>Polyaithia longifolia</i>
120.	<i>Pongamia pinnata</i> (L.) Pierre
121.	<i>Premna paucinervis</i> (Clarke) Gamble
122.	<i>Premna tomentosa</i> Wild.
123.	<i>Pterocarpus marsupium</i>
124.	<i>Pterocarpus santalanus</i>
125.	<i>Pterocarpus santalinus</i>
126.	<i>Pterospermum acerifolium</i>
127.	<i>Pterospermum canescens</i> Roxb.
128.	<i>Pterospermum superifolium</i>
129.	<i>Putranjiva roxburghii</i>
130.	<i>Samanea saman</i>
131.	<i>Sapindus emarginatus</i> Vahl
132.	<i>Saraca indica</i>
133.	<i>Scolopia crenata</i> (Wight & Arn.) Clos
134.	<i>Shorea roxburghii</i> G. Don
135.	<i>Shorea tumbaggaia</i> Roxb.
136.	Singapore cherry
137.	<i>Spathodea campanulata</i>
138.	<i>Sterculia foetida</i> L.
139.	<i>Sterculia</i> sp
140.	<i>Sterculia urens</i> Roxb.
141.	<i>Swietinia mahogani</i>
142.	<i>Syzium cumini</i>
143.	<i>Syzygium benthamianum</i> (Wight ex Duthie.) Gamble
144.	<i>Syzygium cumini</i> (L.) Skeels
145.	<i>Tabebuia</i> sp - avalanda
146.	<i>Tabubea rosea</i>
147.	<i>Tecoma staus</i>
148.	<i>Terminalia arjuna</i> (DC.) Wight & Arn.
149.	<i>Terminalia bellerica</i>
150.	<i>Terminalia bellirica</i> *Gaertn.) Roxb.
151.	<i>Terminalia catappa</i> L.
152.	<i>Terminalia regia</i>
153.	<i>Thespesia Populanea</i>
154.	<i>Thunbergia bicolor</i> (Wight) Lindau
155.	<i>Tinospora cordifolia</i> (Willd.) Miers ex Hook. f. & Thomas
156.	<i>Toxocarpus beddomei</i> Gamble
157.	<i>Toxocarpus palghatensis</i> Gamble
158.	<i>Vernonia fysonii</i> Calder
159.	<i>Vernonia pulneyensis</i> Gamble
160.	<i>Vitex negundo</i> L.
161.	<i>Walsura trifolia</i> (A.Juss.) Harms
162.	<i>Wrightia tinctoria</i> (Roxb.) R.Br.
163.	<i>Xylia xylocarpa</i> (Roxb.) Taub.

ANNEXURE – IV (A)

SCOPE OF WORK

New Tree plantation work inc. maintenance within the University Campus.

Tree plantation work / maintenance to be attended for proposed new tree plantation.

Sl. no.	Nature of works to be carried out for the newly developed tree plantation.	Details / Frequencies of work
1.	<p>a) Field preparation</p> <p>b) Tree plantation work</p> <p>c) Tree variety</p> <p>d) Watering to the tree seedlings regularly.</p> <p>e) Weeding the tree plantation area and maintaining the tree plantation free from other unwanted bushes / weeds.</p> <p>f) General cleaning of the tree plantation area, removal of dried leaves and other unwanted materials.</p>	<p>The proposed tree plantation site should be cleared from unwanted thorny bushes and other debris, etc., and the said locations should be ploughed thoroughly.</p> <p>Tree pits to a size of 3' x 3' x 3' ft should be taken and should be filled with red-earth, coconut coir & top soil in equal proportion with 20 Kg. of farmyard manure per pit.</p> <p>The tree varieties specified at Annexure-III only be used for tree plantation and the seedling height of 6 ft. with 2 years old will only be utilized for planting purpose.</p> <p>Watering on the need based (Wages payment for the labour as per the Central Labour Act)</p> <p>Weeding the tree plantation area once in a month.</p> <p>On need based and to keep the tree plantation area neat and tidy.</p>
2.	Removing of unwanted grass, bushes, thorny plants, etc.,	Once in 3 months, by Mechanical / Manual method.
3.	Application of Farm Yard Manure	Once in three months for the new tree plantation (Register should be maintained)
4.	Application of plant protection chemicals including fertilizer.	Once in 3 months and additional application on need based (Register should be maintained) and scrutinized from authority.
5.	Providing and maintaining the basin for the tree seedlings.	On need based & to retain water to the seedlings.
6.	Stacking to the seedlings.	On need based to keep the seedling erect & proper shape.
7.	<p>a) Watering source for tree plantation will be arranged.</p> <p>b) Hose pipe for watering purpose should be arranged.</p>	<p>By the client Department</p> <p>By the Contractor</p>

8. 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 tree plantation workers.
- ii. Wages disbursing register.
- iii. Tree plantation 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 as per Zone-wise basis.

Agreed to attend the Scope of Work (sl. no.1 to 7) and also to maintain the registers / attendance (sl. no.8 (i to v) as stated above.

Place :

Date :

Signature of the Tenderer.

ANNEXURE – IV (B)

SPECIFIC FIELD WORKS TO BE ADOPTED FOR CARRYING OUT NEW TREE PLANTATION PROGRAMME:

- 01.** The identified proposed tree plantation location to be cleared thoroughly by adopting field operations like removal of unwanted bushes, cleaning unwanted materials, ploughing etc., without disturbing the existing tree vegetation (if any) in the tree plantation location.
- 02.** The required underground irrigation pipelines should be laid for providing sufficient irrigation facilities to the new tree seedlings according to the necessity from the nearby borewell point / water source.
- 03.** Tree pits to a size of 3' x 3' x 3' ft should be taken and should be filled with red-earth, coconut coir & top soil in equal proportion with 20 Kg. of farmyard manure per pit.
- 04.** The identified tree varieties as per the Annexure III only be utilized for tree plantation.
- 05.** The new tree seedlings proposed to be planted should be atleast 6 ft. in height of 2 years old. The seedlings should be healthy and fit to be survived to have proper establishment in the proposed tree plantation location.
- 06.** After planting, all the tree seedlings should be provided with sufficient basin formation around the seedlings to retain irrigated water and proper stacking should be given to all the tree saplings for its stability to obtain straight growth.
- 07.** Proper mulching with coconut coir should be provided around the basin to the newly planted tree seedlings to prevent the loss of irrigated water through evaporation.
- 08.** Frequent maintenance / field operations like weeding, removal of dried branches & leaves and providing plant protection operations by spraying suitable pesticides / fungicides should be carried out for its better survival.
- 09.** Manuring & Fertilization should be done with 5kg of FYM & 200 gm. of NPK per tree seedling atleast once in 3months for its proper establishment.
- 10.** Regular watering should be carried out to the new tree seedlings. The required water from the University borewell may be utilized for this purpose.
- 11.** During the maintenance period care should be taken to protect the newly planted tree seedlings by adopting required suitable cultural practices like ploughing, removal of unwanted bushes, weeding should be carried out as and when required for the proper growth & development of young seedlings planted. The dried seedlings, if noticed during the maintenance period, should be replaced with new tree seedlings of same kind immediately to have uniform growth comparing with other tree seedlings.
- 12.** The maintenance of borewell motor & electrical accessories utilized for drawing water for irrigation purpose should be taken care by the contractor concerned.
- 13.** The motor maintenance cost like repairing etc., if any, will be rectified by the contractor with the approval of Horticulturist & the reasonable cost will be paid by the University, if required during the maintenance period.
- 14.** If any lapses in the work execution & in the maintenance operation with regard to planting material, inputs provision & other maintenance field operations were noticed, the actual loss will be deducted from the payment accordingly.

Agreed to carry out the field works / conditions (sl. no.1 to 14) as stated above.

Place :

Date :

Signature of the Tenderer.

ANNEXURE – V (A)
PONDICHERRY UNIVERSITY - HORTICULTURE WING
(A CENTRAL UNIVERSITY)
R.V. NAGAR, KALAPET, PUDUCHERRY – 605 014.

TENDER SCHEDULE

PART- I – TECHNICAL BID

The rate quoted should be for attending new tree plantation work, developed within the Pondicherry University Campus, Puducherry Region.

1. Name and address of the Tenderer / tree plantation maintenance Contractor :
2. Telephone no(s) inc. Mobile no(s) :
3. Profile of the Tenderer / tree plantation work Contractor (Details to be enclosed separately) : Enclosed / Not enclosed.
4. EMD & Tender Schedule fee details:

Sl. no.	Tree plantation Zone	EMD (Rs.)	DD no. & date	Bank & branch
1.	Zone – I	38,963		
2.	Zone – II	57,428		
3.	Zone – III	38,963		
4.	Zone – IV	57,428		
5.	Zone – V	38,963		
6.	Zone – VI	38,963		
7.	Zone – VII	78,492		
8.	Zone – VIII	57,428		
9.	Zone – IX	38,963		
10.	Zone – X	19,574		
Total		4,65,165		

5. Details of Registration Certificate (copy to be enclosed) :
6. Details of Licence from Labour Dept. (Central) (copy to be enclosed) :
7. Details of Garden / Tree plantation work experience in Govt. Organizations (Proof to be enclosed) :
8. Details of Garden / Tree plantation work undertaken in the Govt. Depts., / Corporations, etc., to a worth of Rs.20/- lakhs for the last 2 years (Proof to be enclosed) :
9. Whether the Undertaking at Annex - VI have been enclosed : Yes / No.
10. Whether the Tenderer agreed for executing the Deed of Agreement as per Annexure – VII : Agreed / Not agreed

I shall abide by the terms and conditions stipulated in the tender schedule at **Annexure-I (Sl. no.1 to 54)**, & work specifications at **Annexure - IV (A & B)** of Pondicherry University, Puducherry.

Place :
Date :

Signature of the Tenderer.

ANNEXURE – V (B)

PONDICHERRY UNIVERSITY - HORTICULTURE WING
(A CENTRAL UNIVERSITY)
R.V. NAGAR, KALAPET, PUDUCHERRY – 605 014.

TENDER SCHEDULE

PART-II – FINANCIAL (PRICE) BID

The rate quoted should be for attending new tree plantation work, developed within the Pondicherry University Campus, Puducherry Region.

1. Name and address of the Tenderer / tree :
plantation maintenance Contractor
2. Telephone no(s) inc. Mobile no(s) :
3. Tender amount quoted for the Zone – wise tree plantation work inclusive of all charges for carrying out the work mentioned at **Annexure – IV (A & B)** (Rate per specific Zone should be quoted):

Sl. no.	Tree plantation zone	Rate / Zone (Rs.)
1.	Zone – I	Rs.
2.	Zone – II	Rs.
3.	Zone – III	Rs.
4.	Zone – IV	Rs.
5.	Zone – V	Rs.
6.	Zone – VI	Rs.
7.	Zone – VII	Rs.
8.	Zone – VIII	Rs.
9.	Zone – IX	Rs.
10.	Zone – X	Rs.

4. Break up details of works with relevant rates : Enclosed / Not enclosed.
for the Zone-wise total cost / estimate to be worked out in a separate sheet and enclosed along with the Financial (Price) Bid of Tender Schedule.
5. Whether the tenderer agreed to attend the tree: Agreed / Not agreed.
plantation / maintenance work as furnished in **Annexure – IV (A & B)** of the Tender Schedule.

I shall abide by the terms and conditions stipulated in the tender schedule at **Annexure-I (Sl. no.1 to 54)**, & work specifications at **Annexure - IV (A & B)** of Pondicherry University, Puducherry.

Place :

Date :

Signature of the Tenderer.

Annexure – VI

UNDERTAKING

TO BE SUBMITTED DULY FILLED AND SIGNED ALONG WITH TECHNICAL BID:

01.	Name and address of the Tenderer	
	Phone no.	
	Fax no.	
	E-mail address	
02.	Does the tenderer has ISO certification as a proof of high standards of quality? Proof to be enclosed.	Yes / No
03.	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
04.	Is the tenderer agreeable for the terms and conditions and field work conditions of the tender.	Agreed / Not agreed
05.	Income Tax returns. Have you attached the clearance details with proof for the past 3 years enclosed. PAN number of Income Tax department.	Yes / No
06.	Name of your Bank and address	

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

08. I / We hereby declare that the terms and conditions of the tender schedule – Annexure - I (Sl. no.1 to 54) and work specifications at Annexure – IV (A & B) have been read carefully and understood by Me / Us and agree to abide by all of them.

09. 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.

Place :

Date :

Signature of tender party with seal

ANNEXURE – VII

DEED OF AGREEMENT

The Deed of Agreement executed on this _____ day of _____ Two Thousand and Thirteen between _____ Tree plantation Maintenance Contractor, Puducherry (hereinafter called the “Executive Tree plantation 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 Tree plantation Contractor hereby agrees to executive the following work.

- I. Nature of works to be carried out in the Tree plantation Maintenance for the newly developed tree plantation and already developed tree plantation.
 - a) Watering to the tree seedlings regularly. Watering on need based (Wages payment for the labour as per the Central Labour Act)
 - b) Weeding the tree plantation and maintaining the tree plantation site free from other unwanted plants / bushes. Weeding the tree plantation area once in a month.
 - c) General cleaning of the tree plantation area, removal of dried leaves and other unwanted materials on need based and to keep the tree plantation area neat and tidy.
 - d) Remowing the unwanted bushes, grass, thorny plants, etc., once in 3 months, through Mechanical / Manual method.
 - e) Application of Farm Yard Manure once in three months to tree seedlings for proper establishment (Register should be maintained).
 - f) Application of plant protection chemicals / fertilizers once in three months and additional application on need based (Register should be maintained and scrutinized from authority).
 - g) Proper stacking to the new seedlings to be provided for getting erect / straight growth.
 - h) Providing and maintaining the basin for the tree seedlings on need based.
 - i) Maintenance of Attendance Register to the tree plantation work for each location.
 - j) Maintenance of Wages disbursing register.
 - k) Maintenance of tree plantation work register.
 - l) Maintenance of wage slip.
- II. The executive garden contractor should maintain the tree plantation 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 conditions 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 tree plantation maintenance period by the executive tree plantation contractor without accrued interest.

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

TREE PLANTATION CONTRACTOR

REGISTRAR, PONDICHERRY UNIVERSITY.

WITNESS:

1.

2.