

### Bid Document

Bid Details	
<b>Bid End Date/Time</b>	29-03-2021 21:00:00
<b>Bid Opening Date/Time</b>	29-03-2021 21:30:00
<b>Bid Life Cycle (From Publish Date)</b>	90 (Days)
<b>Bid Offer Validity (From End Date)</b>	75 (Days)
<b>Ministry/State Name</b>	Ministry Of Human Resource Development
<b>Department Name</b>	Department Of Higher Education
<b>Organisation Name</b>	N/a
<b>Office Name</b>	School Of Planning And Architecture,vijayawada
<b>Item Category</b>	Horticulture Service - Manpower Based Model - Development of Garden/Lawn/Field/Nursery/Park; Site Cl , Horticulture Service - Manpower Based Model - Maintenance of Garden/Lawn/Field/Nursery/Park; General
<b>Contract Period</b>	12 Month(s)
<b>Minimum Average Annual Turnover of the Bidder</b>	6 Lakh (s)
<b>Years of Past Experience required</b>	3 Year (s)
<b>Past Experience of Similar Services required</b>	Yes
<b>MSE Exemption for Years of Experience and Turnover</b>	No
<b>Startup Exemption for Years of Experience and Turnover</b>	No
<b>Document required from seller</b>	Experience Criteria,Bidder Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Bid to RA enabled</b>	No
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Evaluation Method</b>	Total value wise evaluation

#### EMD Detail

Required	No
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#### ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	12

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

**Beneficiary:**

Director  
School Of Planning And Architecture, Vijayawada, Department of Higher Education, Ministry of Education  
(School Of Planning And Architecture Vijayawada)

**Splitting**

Bid splitting not applied.

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

**Additional Qualification/Data Required**

**Minimum X years (up to 3 years) of experience in related type of space**

**Annual Turnover and Profit Requirement:**600000

**Geographic Presence In States:**Andhra Pradesh

**If you want to add additional conditions in addition to standard SLA then please mention the clauses of additional SLA.:**Additional Scope of work:

1. Lawn Establishment.
2. Nursery development.
3. Development of Biodegradable solid waste management plant - to generate compost.
4. Hedge development.
5. Diseased Control of plants.
6. Plant Propagation and Multiplication.
7. Pit preparation.
8. Assemble and train the climbing plants and creepers.
9. Arranging the potted plants all over the campus.
10. Assisting all campus related maintenance activities.

**If you want to add additional conditions in addition to standard SLA then please upload approval from competent authority.:**[1616045987.pdf](#)

**Horticulture Service - Manpower Based Model - Development Of**

## Garden/Lawn/Field/Nursery/Park; Site Clearing, Soil Quality Checking, Garden Designing, Soil Preparation, Planting Trees/Plants/Grass; Gardner (Mali) ( 1 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Horticulture service	Development of Garden/Lawn/Field/Nursery/Park
Scope of Work	Site Clearing , Soil Quality Checking , Garden Designing , Soil Preparation , Planting Trees/Plants/Grass
Profiles	Gardner (Mali)
Skill Category	Semi-Skilled
Educational Qualification	Not required
Experience	7 to 10 Years
Certifications/Training/ Membership	Not required
<b>Addon(s)</b>	
Inorganic Fertilizers	NA
Organic Fertilizers	NA
Insecticides	NA
Herbicides	NA
Rodenticides	NA
Bactericides	NA
Fungicides	NA
Larvicides	NA
<b>Additional Details</b>	
Title for Non Mandatory Compliance 2	0
DESIGNATION	Senior Gardner
Title for Non Mandatory compliance 1	0
Title for Non Mandatory Compliance 3	0

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Resources of above mentioned technical specification	Additional Requirement
1	S SAI DIWAKAR NAIK	520008,School of Planning and Architecture, Vijayawada. Survey No.4/4, ITI Road,Vijayawada-520008, Andhra Pradesh, India.	1	<ul style="list-style-type: none"> <li>• Total Area in Sqm. : 22258</li> <li>• Total no. of working days in a month : 26</li> <li>• Monthly Wage/ Remuneration : 15678</li> <li>• Non Mandatory compliance 1 : 0</li> <li>• Non Mandatory compliance 2 : 0</li> <li>• Non Mandatory compliance 3 : 0</li> <li>• Bonus : 8.33</li> <li>• EDLI : 0</li> <li>• EPF : 13</li> <li>• ESI : 3.25</li> <li>• Provident Fund : 0</li> <li>• Deployment of Machines in months : 0</li> <li>• Contract Period in Months : 12</li> </ul>

**Horticulture Service - Manpower Based Model - Maintenance Of Garden/Lawn/Field/Nursery/Park; General Maintenance Of Plant (Mowing, Strimming, Laying, Sweeping, Watering, Weeding), Applying Fertilizers, Applying Pesticides, Trimming & Pruning, Lands.. ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Type of Horticulture service	Maintenance of Garden/Lawn/Field/Nursery/Park
Scope of Work	General Maintenance of Plant (Mowing, Strimming, Laying, Sweeping, Watering, Weeding) , Applying Fertilizers , Applying Pesticides , Trimming & Pruning , Landscaping , Cleaning & Painting of Potted Plants
Profiles	Gardner (Mali)
Skill Category	Semi-Skilled
Educational Qualification	Not required
Experience	3 to 7 Years
Certifications/Training/ Membership	Not required

Specification	Values
<b>Addon(s)</b>	
Inorganic Fertilizers	NA
Organic Fertilizers	NA
Insecticides	NA
Herbicides	NA
Rodenticides	NA
Bactericides	NA
Fungicides	NA
Larvicides	NA
<b>Additional Details</b>	
DESIGNATION	Gardner
Title for Non Mandatory Compliance 2	0
Title for Non Mandatory compliance 1	0
Title for Non Mandatory Compliance 3	0

**Additional Specification Documents**

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**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Number of Resources of above mentioned technical specification	Additional Requirement

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1	S SAI DIWAKAR NAIK	520008,School of Planning and Architecture, Vijayawada. Survey No.4/4, ITI Road,Vijayawada-520008, Andhra Pradesh, India.	1	<ul style="list-style-type: none"> <li>• Total Area in Sqm. : 22258</li> <li>• Total no. of working days in a month : 26</li> <li>• Bonus : 8.33</li> <li>• EDLI : 0</li> <li>• EPF : 13</li> <li>• ESI : 3.25</li> <li>• Monthly Wage/ Remuneration : 15678</li> <li>• Non Mandatory compliance 1 : 0</li> <li>• Non Mandatory compliance 2 : 0</li> <li>• Non Mandatory compliance 3 : 0</li> <li>• Provident Fund : 0</li> <li>• Deployment of Machines in months : 0</li> <li>• Contract Period in Months : 12</li> </ul>

**Horticulture Service - Manpower Based Model - Maintenance Of Garden/Lawn/Field/Nursery/Park; General Maintenance Of Plant (Mowing, Strimming, Laying, Sweeping, Watering, Weeding), Applying Fertilizers, Applying Pesticides, Trimming & Pruning, Lands.. ( 3 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Type of Horticulture service	Maintenance of Garden/Lawn/Field/Nursery/Park
Scope of Work	General Maintenance of Plant (Mowing, Strimming, Laying, Sweeping, Watering, Weeding) , Applying Fertilizers , Applying Pesticides , Trimming & Pruning , Landscaping , Cleaning & Painting of Potted Plants
Profiles	Gardner (Mali)
Skill Category	Unskilled
Educational Qualification	Not required
Experience	3 to 7 Years
Certifications/Training/ Membership	Not required

Specification	Values
<b>Addon(s)</b>	
Inorganic Fertilizers	NA
Organic Fertilizers	NA
Insecticides	NA
Herbicides	NA
Rodenticides	NA
Bactericides	NA
Fungicides	NA
Larvicides	NA
<b>Additional Details</b>	
DESIGNATION	Gardner
Title for Non Mandatory Compliance 3	0
Title for Non Mandatory Compliance 2	0
Title for Non Mandatory compliance 1	0

**Additional Specification Documents**

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**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Number of Resources of above mentioned technical specification	Additional Requirement

S.No.	Consignee/Reporting Officer	Address	Number of Resources of above mentioned technical specification	Additional Requirement
1	S SAI DIWAKAR NAIK	520008,School of Planning and Architecture, Vijayawada. Survey No.4/4, ITI Road,Vijayawada-520008, Andhra Pradesh, India.	3	<ul style="list-style-type: none"> <li>• Total Area in Sqm. : 22258</li> <li>• Total no. of working days in a month : 26</li> <li>• Monthly Wage/ Remuneration : 13884</li> <li>• Non Mandatory compliance 1 : 0</li> <li>• Non Mandatory compliance 2 : 0</li> <li>• Non Mandatory compliance 3 : 0</li> <li>• Bonus : 8.33</li> <li>• EDLI : 0</li> <li>• EPF : 13</li> <li>• ESI : 3.25</li> <li>• Provident Fund : 0</li> <li>• Deployment of Machines in months : 0</li> <li>• Contract Period in Months : 12</li> </ul>

## Buyer Added Bid Specific Additional Terms and Conditions

1. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
2. Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
3. Buyer Added Bid Specific Additional Terms and Conditions

### Additional Scope of work and services to be provided at SPAV

1. Lawn Establishment.
- 2.. Nursery development.
3. Development of Biodegradable solid waste management plant – to generate compost.
4. Hedge development.
5. Diseased Control of plants.
6. Plant Propagation and Multiplication for –Trees, Shrubs, Groundcovers, Flowering Plants.
7. Pit preparation - Tree, shrubs & Groundcovers.
8. Assemble and train the climbing plants and creepers.
9. Arranging the potted plants all over the campus.



10. Assisting all campus related maintenance activities.

Note: As per the Mistry of Finance OM No. F.9/4/2020-PPD dated 12 November 2020, bidders are request to submit a Bid Security Declaration in lieu of Bid Security, Accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.

4. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
5. Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).
6. Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
7. PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.
8. Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.
9. Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of School of Planning and Architecture Vijayawada payable at Vijayawada. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.
10. The Service Provider is required to have at least 20 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.
11.
  1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
  2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
  3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.
12. While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---Thank You---**