



Rural Electrification Corporation Limited

A Government of India Enterprise

Core-4, SCOPE Complex, 7 Lodi Road, New Delhi-110 003,

Tel. : 24365161, Fax: 24360644, E-mail: reccorp@recl.nic.in. Website: www.recindia.nic.in

No. REC/7(2)/2011

Dated 11.07.11

M/S _____

(As per list enclosed and open to other bidders through REC website)

Sub: Invitation of bids for Supply and Maintenance of Potted Plants.

Sir,

The Corporation invites sealed bids for Supply and Maintenance of Potted Plants. A copy of the tender document is forwarded herewith.

The last date for receipt of bid is 18th July 2011 up to 3.00 PM. The bids will be opened on the same day at 4.00PM in the presence of bidders' representatives. You are requested to please participate in the bidding process.

Yours faithfully ,

-sd-

(Vinay Kesarwani)

Manager (Admn)

Encl : Tender document.



Endless energy. Infinite possibilities.

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NOTICE INVITING TENDER (NIT) FOR SUPPLY AND MAINTENANCE OF POTTED PLANTS AND HORTUCULTURE ARRANGEMENT AT CORPORATE OFFICE, R.E.C.

TENDER DOCUMENT

Rural Electrification Corporation Limited (REC), a Government of India Enterprise, invites '**Sealed Bid**' for maintenance of plants and supply of horticulture arrangements at Corporate Office for a **period of Two years**. The scope of work and estimated requirement of the items is given in Annexure – I. The bidders are required to quote rates in the format placed at Annexure – III.

The bids are to be sent in the sealed envelope super scribed as '**Bids for Supply and Maintenance of Potted Plants**' in the prescribed Performa given at Annexure – II & III. The bids shall be signed by a person duly authorized on behalf of the bidder firm and shall be sent to:

Shri. Vinay Kesarwani
Manager (Administration),
Rural Electrification Corporation Limited,
Core-4, SCOPE COMPLEX'
NEW DELHI.

1. The sealed bids will be received by REC up to 3.00PM on 18th of July, 2011. Any bid received after the prescribed deadline shall not be considered irrespective of rates. The bids will be opened on the same dated i.e. 18th July, 2011, at 4.00(PM) in the presence of the representatives of the bidders present.
2. Earnest Money (EMD) of Rs.5,000/- (Five Thousand only) should accompany the **bid document**. The EMD shall be paid in the form of **Demand Draft/Banker Cheque** from a nationalized bank/Scheduled commercial bank in favour of Rural Electrification Corporation Limited payable at New Delhi. Such EMD shall not carry any interest. Any bid not accompanied by EMD shall be deemed to be invalid and will be rejected by REC.
3. The EMD shall be forfeited if the bidder withdraws his bid during the period of bid validity.

4. The EMD of successful bidder shall be retained towards making of the security for the performance of the contract and shall only be discharged after completion of the contract.

5. The bid shall remain valid for a period of 4 months from the date of receipt of the bid.

6. RATES AND PRICES

6.1 Bidders should quote the rates in the format given at Annexure III.

6.2 All statutory duties and TAX & VAT and other charges that may be payable by the bidder in connection with supply may have to be included in rate quoted. Price quoted shall be firm and any variation in rates or terms during validity of the offer shall require forfeiture of the EMD.

6.3 No additional freight or any other charges, etc, would be payable for supply and delivery of horticulture items. The delivery of the items will be made at REC office at Scope Building or any other Places specified by REC.

6.4 **Any discounts offered will be unconditional.**

7. TERMS OF PAYMENT

Payment will be released only on a monthly basis within a fortnight after receipt of bill and on a certification by REC authorize officer towards satisfactory performance of services.

8. EVALUATION OF BIDS

Valid bids will be evaluated on the basis of lowest rates offered. Even one valid responsive bid will qualify for award of work. Bids which do not fulfill the qualifying criteria No.3, 5 & 6 prescribed in Annexure- II will summarily be rejected even if the rates quoted are lower.

9. LIQUIDATED DAMAGES FOR DELAY IN SUPPLY

9.1 Time is essence of the contract. The successful bidder must adhere to the time limit and ensure delivery.. Failure to supply all or part of the delivery on or before the stipulated date will entail a pre-estimated pre-determined liquidated damages equal to 2% of the value of total contract price per week subject to maximum of 10% of total contract value.

9.2 In case of delay in compliance with the order beyond 10 days of the stipulated time period, REC will have the right to cancel the order levying the above liquidated damages.

10. CONCILIATION / ARBITRATION

- 10.1** If any dispute(s) or difference(s) of any kind whatsoever arise between the Parties, the Parties hereto shall negotiate with a view to its amicable resolution and settlements through a committee appointed by CMD, REC.
- 10.2** In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences are detailed above shall be referred to and settled by the sole Arbitrator to be appointed by CMD, REC.
- 10.3** Notwithstanding the existence or any dispute or differences and/or reference for the arbitration the Contractor shall proceed with and continue without hindrance the performance of the work under the contract with due diligence and expedition in a professional manner and the payment due to the Contractor shall not be with held on account of such difference of arbitration proceedings unless such payment is a subject matter of the arbitration.
- 10.4** The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act 1996 and Laws of India as amended or enacted from time to time.
- 10.5** The venue of the arbitration shall be New Delhi, India. The fee & other charges of Arbitrator shall be determined by the arbitrator in terms of the Act and shall be shared equally between the parties.
- 10.6** The arbitrator will give the speaking and the seasoned Award. The parties will not be entitled to any pendente-lite interest during arbitration proceeding.

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APPLICABLE LAW AND JURISDICTION

All matters connected with this shall be governed by the Indian law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Indian Courts at Delhi.

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No alternative offer shall be considered.

13

REC reserves the right to annual bidding process at any time prior to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of REC's action.

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REC reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.

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Any clarification on the documents may obtained from :-

Shri A.K. Arora, DGM (Administration), Rural Electrification Corporation Limited, Core – 4 SCOPE Complex, NEW DELHI-110003. Telephone No. 24366921	Shri. Vinay Kesarwani Manager (Administration), Rural Electrification Corporation Limited, Core – 4 SCOPE Complex, NEW DELHI-110003. Telephone No. 43091537
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ADDRESS LIST OF HORTICULTURE AND PLANTATION

1.	Ankur Plantation, Gatam Nager, New Delhi.
2.	Sainik Farm & Nursery,88, Bhagwan Nager, Jungpura, Bhogal,N.Delhi
3.	Kamal Nursery, Sujan Singh Park, New Delhi.
4.	Govt Sunder Nursery, Nizamudin New Delhi.
5.	Green View Project B-11/1,Jaishree Chamber, Hans Bhawan Bhadurshah Zafar Marg, New Delhi.
6.	Masjid Nursery, Pandara Road, New Delhi.
7.	Rajdhani Nursery, Jor Bagh Lodhi Road, New Delhi.
8.	Shristi Agro Link, L-1G/297,Mahipalpur Extn. New Delhi.
9.	Tanu Nursery and Farm, Village Dera, Dera Mandi Road, Mehrauli.
10.	Bhawani Nursery , At Bharat Sewak Samaj, Near Ashoka Mission , Mehroli Gurgaon Road, New Delhi.
11.	Gulmarg Nursery,Naseem Garden, 259/5,S.B.Aurbindo Marg Lado Sarai, Mehrauli, New Delhi.
12.	Neal Field Nursery , Gurgaon Mehroli Roas, Opposite DDA Picinic Hut, Near Mittal Garage, New Delhi.

(Open to others through REC Website/Notice Board)

Annexure I**LIST OF PLANTS**

Sl.No.	IN DOOR PLANTS	OUT DOOR PLANTS
1.	Arica Plam 6' Hight	Ficus Panda
2.	Money Plants 5' Hight	Ashoka
3.	Singonium 5' hight	Ficus Longa.
4.	Aerocaria	Ficus Black
5.	Rapish Palm	crouton
6.	Dra cenea ,Daw	T.P.O.
7.	Dra cenea (Mahatma)	Asparagous.
8.	Dra cenes, Song of India	Cycus Palm.
9.	Safrel	Ficus Rlite.
10.	Ravina Pal	Ficus Benjamina.
11.	Dove	Kochia(in summer)
12.	Janadu	Prostata
13.	Suplera	Lhrisanthimum

TERMS AND CONDITIONS

- The rates quoted will be valid for the period of one year from the date of entrusting the work order. No request whatsoever for enhancement of rates will be accorded within this period on any account
- The scope of work shall include daily watering, spraying of insecticide, pulling, replacing of pots, cleaning/removal of extra vegetation, replacement of damaged/died plants etc.
- The contractor or his representative shall inspect the condition of the plants daily to ensure the healthy condition of the plants and arrange to change the potted plants once in a fortnight. In case of the delay in replacement of the wilted/ died plants within a week period, liquidated damages @ a of 1% the monthly cost of per potted plant will be levied.
- For payment of the monthly bills the contractor shall obtain a satisfactory service Certificate from Admn, in respect of neat, healthy and proper arrangements of the potted plants every month indicating the No. Of plants provided and maintained by the contractor satisfactory. The Contractor shall submit pre-receipted bill along with the said certificate of Admn, every month to REC for payment and the undeposited bill shall be made to the contractor within 30 days from the date of receipt of the bill. The payments shall be made on a monthly basis after verification.
- The employees of the contractor will enter the premises of the REC with the permission of representative of Admn, Div, /Security Guard and maintain office decorum & discipline. The contractor shall be fully responsible for any lapse on part of his employee while doing the job at the premises of REC.
- The contractor will always comply with the instructions given by the REC in relation to placement /up keeping / maintenance of plants and observe all rules and regulations in compliance to applicable laws with regard to the performance of the work. No complaints indicated days @ 1% of the monthly bills subject to a maximum of 10% of monthly
- The contractor shall reimburse to REC any loss, damage occurred on account of breakage due to negligence and theft caused by persons employee by the Contractor.
- In case seasonal/flowering plants are not available then permanent plants from list or other in consultation with REC should be provided.
- The persons of the contractor will keep the premises surroundings neat and clean and shall not throw any dust etc. while providing horticulture service.

- Non performance of any of the contractual obligations as above will result in the termination of the contract and forfeiture of the security deposit.
- REC reserves the right to terminate the contract at any time on giving a notice of 15 days.
- Tax will be deducted at source as applicable.
- In case of dispute, the issue along with representation from the service provider would be referred to CMD whose decision shall be final and binding.
- The contract shall be deemed to have been entered into Delhi and the Government of Delhi will have exclusive jurisdiction to extension sought between the Parties contracts.

ANNEXURE -II

Supply of Fresh Potted Plants - TECHNO FINANCIAL BID.

1. THE FIRM

a) Name _____

b) Regd. Address _____

c) Address of Office at Delhi/NCR _____

d) Contact Person's

i) Name & Degin. _____

ii) Address _____

iii) Tel. No. Land line _____

iv) Mobile _____

v) Email ID _____

2. Type of Firm : Proprietary/Partnership/Pvt.Ltd/Public
Ltd./Cooperative/NGO.

3. PAN No. _____ (Essential Please enclosed Photo copy)

4. Experience of similar work in the field during the last three years.

(Enclosed please copy)

(Should work supplied similar items to at least 3reputed companies including at least one one PSE/Govt. during 2008-09,2009-2010,2010-11) (Please enclosed documentary evendence)

5. Earnest money details: DD NO. _____ Dated _____

Amount Rs. 5000/-

Drown on _____

Annexure-III

SCHEDULE OF PRICES

Sl.No.	Item	Amount per month
1.	400 plants as per list at Annexure I & 100 Nos of good quality of seasonal/flowering plants	

Total in word

Per month.

We hereby accept the terms & conditions contained in the tender documents.

Authorised Signature

Name _____

Designation _____

Seal _____