

Name of the work: Maintenance of Garden in BIS Campus, Chennai-113

Quotations are invited for the following work as per the conditions given below:

SCHEDULE- ENCLOSED

1. Sealed quotations are to be submitted superscribed for the above work in BIS, SRO, Chennai-113 and addressed to the Deputy Director General, BIS, SRO, Chennai-600 113 (by designation and not name) so as to reach him not later than 1500 h on 12-05-2006. Quotations received after the specified time and date, whether sent by post or in person, shall not be considered.
2. Quotations will be opened by an authorized committee at BIS, SRO, Chennai-113 in the presence of the tenderers or authorized representative(s) on 12-05-2006 at 1530 h.
3. Quotation shall remain open for acceptance for a period of maximum thirty days from the date of opening.
4. The time allowed for carrying out of work will be one year from the date of work order. If required, the contract may be extended for a further one year period, if accepted by the contractor.
5. The contractor should quote in figures as well as in words the rate and amount tendered by them.
6. The acceptance of the quotation will rest with the Deputy Director General, BIS, SRO, Chennai-113 who does not bind himself to accept the lowest tender and reserves the authority to reject or accept any or all the tenders received without assigning any reason.
7. The contractors should read the specification carefully before submitting the quotation. They should also acquaint themselves with the work and working conditions of the site and the locality and no claim will be entertained on this issue.
8. Quotations which do not fulfill all or any of the above conditions or incomplete in any respect are liable to summary rejection.

9. Canvassing in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
10. Quotations containing additional conditions are liable to be rejected.
11. The contractors will have to give declaration in writing to the effect that he is not related to any officer under the Bureau of Indian Standards
12. The contractor shall quote the rate as per latest Tamil Nadu Minimum Wages Act.
13. Any loss that might be caused to the Bureau due to lapse on the part of the personnel while discharging garden maintenance responsibilities will be made good by the Contractor and in this connection, the Bureau shall have the right to deduct appropriate amount from the bill of the Contractor to make good such loss to the Bureau besides imposition of penalty. In the event of frequent lapse, Bureau shall have the right to terminate the contract forthwith.
14. In the event of Garden personnel being on leave/absent, the agency shall ensure suitable alternate arrangements to make up such absence, otherwise the amount will be deducted on pro-rata basis.
15. The contract period would be terminable by either side on a month's notice/renewal of the contract with usual terms and conditions would be considered(based on the performance)
16. The Agency should follow the instructions given and render other connected services demanded by the Bureau from time to time.
17. Any violation of the instructions/agreement or suppression of facts will attract cancellation of agreement without any reference.
18. The contractor shall submit the bill every month
19. Income Tax as admissible will be deducted at source from their bill of the contractor monthly.
20. A DD/Pay Order for an amount of Rs. 1000/- (Rupees One thousand only) drawn in favour of Bureau of Indian Standards, Chennai 600 113 shall be enclosed as EMD.

SIGNATURE WITH DATE

SEAL

DATE:

SCHEDULE

Name of the Work: Maintenance of Garden in BIS Campus

Description	Rate per month
Complete maintenance of garden including entire garden features in the existing garden area within BIS Campus, i.e. lawn, trees, shrubs, potted plants, hedges, etc and job like weeding, watering, mowing of lawn, pruning of trees/shrubs clipping of hedges and replacement of potted plants, etc. and removal of garden rubbish, security of plants and developing; new garden in the locations within the campus, as per the instructions given and application of good earth manure and insecticides of fungicides (supply of tools and plants and good earth, manure, insecticides and fungicides will be issued by the department at free of cost) for 4047 m ² for one month with two full time gardeners to the gardening work daily except Sundays and holidays	

SIGNATURE:

NAME :

ADDRESS :

DATE: