

No. D-31016/25/2013-Genl.
Government of India
Ministry of Statistics & PI

Sardar Patel Bhawan, Sansad Marg
New Delhi-110001, Dated: 30.08.2013

Tender Notice

Subject: Quotations for providing green plants and fresh & cut flower arrangement in the Ministry of Statistics & Programme Implementation.

Sir,

I am directed to invite sealed quotations for providing about 185 green plants with pots & 39 (Thirty Nine) fresh cut flower arrangements consisting of 9/10 twigs each and out of these 39 we also require special fresh cut flower numbering 12 for Minister Office in the Ministry of S&PI for a period of one year on the terms and conditions mentioned below.

In case you are interested in undertaking the work, you are requested to submit your bid in a sealed cover. The bid will consist of item-wise rates (a) rates per day per cut flower arrangement of 9/10 twigs each (b) rates per potted plant within a decorative pot having plants like Money plant, Cyrus, Aericia, Arithorium with mush. The rate/amount should be written legibly in figures and words. The bid should carry a draft of Rs. 15000/- (Rupees fifteen thousand only) towards earnest money drawn in favour of the "Pay and Accounts Officer, Ministry of Statistics & Programme Implementation, New Delhi". The tenderer will also attach copies of (i) PAN No. and (ii) list of Clients. Tenders not containing the above information and earnest money shall not be considered at all. The envelope should be superscribed with "QUOTATIONS FOR PROVIDING GREEN PLANTS AND FRESH AND CUT FLOWER ARRANGEMENTS etc."

The quotations should reach the undersigned not later than 3.00 P.M. on 17.9.2013. Tenders received after the scheduled date and time of receipt shall not be opened and considered at all and no claim on this account whatsoever shall be entertained. The quotations will be opened on the same day at 3.30 P.M. You or your authorized representative may be present at the time of opening of quotations. The Ministry reserves the right to accept or reject the offer of any tenderer without assigning any reason and no claim on this account shall be entertained at all. If the successful tenderer fails to fulfill the terms and conditions of the offer after the receipt of the offer letter, the earnest money deposited by him shall be forfeited besides the other action as deemed fit and no claim on this account shall be entertained. The earnest money of the unsuccessful tenderer shall be refunded after accepting the offer of the successful tenderer.

Terms & Conditions:-

1. The period of contract will be for a period of one year from the date of award of contract.

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2. No advance payment will be made in any case. Payment will be made every month after production of pre-receipted bills (in triplicate) along-with the satisfactory certificates from the concerned officers of this Ministry.
3. The Florist will look after the maintenance of the flower arrangement daily/alternatively as the case may be on all working days on regular basis.
4. The firm will maintain all the plants everyday by watering, clearing, pruning, trenching, spraying of insecticides etc. by putting manure and filling moss grass.
5. The firm will supply healthy indoor variety plants in plastic pots of ¾ ft. height with plastic plate which includes seasonal/annual flower's and plants also.
6. The plants/cut flower arrangement will be replaced as and when required.
7. The flower arrangement will include seasonal flowers as desired by the ministry from the varieties of flowers like Gladiola, Tulip, Red Rose, Orchid Vase Laurel leaf, Lily and Gerbera, Anthurium Cube, Rose and carnation Orchid etc. The cut flowers will be of good quality and replacement will be made before 9.00 A.M. on each working day.
8. A random check will be conducted to inspect the freshness, quality and quantity or otherwise of the flower arrangement/Green Plants. The decision of the Department in this regard will be binding on the contract holder.
9. The arrangements are to be provided daily or alternatively. If these arrangements are found inadequate in number or not supplied for any reasons for more than three days, in a week or if quality is not maintained during a particular month five percent of the total bill will be deducted.
10. The Ministry will not pay any extra charges for transportation of plants or replacement or rejection. The rates quoted shall be inclusive of handling and transportation charges etc. and nothing extra shall be paid.
11. Cut Flowers/plants shall be supplied at S.P. Bhawan, Sansad Marg, New Delhi, J.P. Building, K.G. Marg, New Delhi and R.K. Puram, New Delhi, Minister's Office or at any specified place to the entire satisfaction of the Ministry.
12. The aforesaid flower arrangement/material shall be strictly as per specification and contractor shall be responsible for freshness of material supplied.
13. Cut flowers/Plants not in accordance with specification shall be rejected at the supplier's cost and expenses.
14. Cut flowers shall be safely delivered at the place of delivery and any damage in transit shall be borne by the supplier.
15. The Ministry reserves the right to award the contract to more than one contractor or split the quantities of flowers.
16. If the supplier fails to supply the quantity stipulated the Ministry shall be free to make necessary purchase from the market at the supplier's risk and cost which shall be recoverable from the running bills.

The successful tenderer will be required to furnish "Performance Security Deposit" of Rs. 20,000/- (Rupees Twenty thousand only) immediately on acceptance of the contract. The Performance Security Deposit will be Rs. 35000/- (Rs. Thirty Five Thousand only) including Rs.

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15000/- already deposited as earnest money. The security deposit shall be in the form of Demand Draft of any Nationalized Bank drawn in favour of Pay and Accounts Officer, Ministry of Statistics & Programme Implementation, New Delhi.

The security deposit will be refunded only after satisfactory completion of the contract. The contract will be cancelled/terminated without assigning any reasons thereof before the date of expiry of the contract, if the services of the contractor are found to be unsatisfactory in any respect or breach of terms and conditions of the contract.

In case of any dispute arising between the contract holder and the Ministry or any constituent being party to the contract the sole authority for settlement of such a disputes, will rest with the Arbitrator, appointed by the Secretary to the Government of India, Ministry of Statistics & Programme Implementation.


(V. Talwar)

Under Secretary to the Govt. of India
Tel No. 23747927.

Copy to:-

1. Computer Centre, R.K.Puram, New Delhi for placing the tender notice on this Ministry's website for due publicity.
2. As per list enclosed.
3. Notice Board.