



**OFFICE OF THE MUNICIPAL COUNCIL: SUNDARGARH**

**Sundargarh Municipality, Sundargarh**

**DETAILED QUOTATION CALL NOTICE (DQCN)**

**FOR**

**"PLANTATION AND BEAUTIFICATION OF DIFFERENT AREAS OF  
SUNDARGARH MUNICIPALITY"**

**NOTICE INVITING QUOTATION No. 2880 /Dt.20.04.2021**

COST OF TENDER PAPER: Rs.672/-  
[Including 12% GSTIN]

**APRIL-2021**



OFFICE OF THE MUNICIPAL COUNCIL, SUNDARGARH

No. 2380 /Date. 20.04.21

QUOTATION CALL NOTICE

Sealed quotations are invited from the Intending firms/Experience/Reputed Agro Farm/Horticulturists for "**Plantation and Beautification** of different areas of Sundargarh Municipality". The Detail Quotation documents will be available in the District website of Sundargarh i.e www.sundargarh.nic.in from dt-22.04.2021 to dt-28.04.2021. The quotation document must be submitted to the office of the Executive Officer, Sundargarh Municipality, Sundargarh through Regd. Post/Speed Post only. The bidder should subscribe "**Quotation for "Plantation and Beautification** of different areas of Sundargarh Municipality" on the top of the envelope.

Last date of receipt of Quotation: 28.04.2021 up to 12.00 P.M

Date of opening of Quotation: 29.04.2021 at 11.30A.M.

The authority reserves the right to accept or reject any proposals without assigning any reasons thereof.

Executive Officer  
Sundargarh Municipality

Memo No. 2381 SNGM/ Dt 20 04.2021

Copy forwarded to the Director, I & PR Deptt., Bhubaneswar with a request to get it published One English Newspaper in addition to two leading Oriya Daily Newspapers on or before 22.04.2021 for wide circulation. The enclosed complimentary copy of the News papers connecting to the tender Call Notice may be sent to this office for reference & record. The cost of Advertisement will be borne by our office (Copy enclosed).

Executive Officer  
Sundargarh Municipality

Memo No. 2382 / SNGM./Dt. 20.04.21

Copy submitted to the District Information Officer, NIC, Sundargarh with a request to upload the detail information of quotation call Notice in the District website for wide publication.

Executive Officer  
Sundargarh Municipality

Memo No. 2385 / SNGM./Dt. 20.4.21

Copy submitted to the Executive Engineer(PH),Urban, Rourkela-cum-Inspector of Local Works, Sundargarh Municipality/Collector & District Magistrate, Sundargarh/PD,DRDA, Sundargarh/ PD,DUDA, Sundargarh /Dy. Collector(Establishment), Collectorate, Sundargarh for kind information with a request to please display a copy of this Notice in his/her office Notice Board for wide circulation and information of the intending bidders.



Executive Officer  
Sundargarh Municipality

Memo No. 2386 / SNGM./Dt. 20.4.21

Copy to HA, Sundargarh Municipality/Cashier/Office Notice Board of Sundargarh Municipality for information of all concerned and the intending bidders.



Executive Officer  
Sundargarh Municipality



## OFFICE OF THE MUNICIPAL COUNCIL, SUNDARGARH

No. 2380 / Date. 20.04.21

### Quotation Call Notice

Executive Officer, Sundargarh Municipality, Sundargarh on behalf of Municipal Council, Sundargarh Municipality, invites sealed quotation from Intending firms/Experience/Reputed Agro Farm/Horticulturists for "**Plantation and Beautification** of different areas of Sundargarh Municipality" in all respect including cost, carriage and taxes of all materials etc, complete as per the size and specification of the Municipal authority and as per the specification.

The quotationer should be an experienced Horticulturist. The Quotationer should have previous experience and must have completed similar nature of work under any authorities. Preference shall be given to those quotationers who have already rendered similar type service. Mere submission of Quotation does not guarantee for fulfillment of eligibility criteria. Rate should be quoted inclusive of all taxes & transportation cost. The sealed quotations should reach to the office of the undersigned on or before 28.04.2021 at 12.00P.M and it will be opened on 29.04.2021 at 11.30 A.M. in presence of the bidder or their authorized representatives. The Quotationer shall submit quotation as per prescribed format in Annexure-I.

The undersigned reserves the right to reject any or all the quotations without assigning any reason thereof.

Executive Officer  
Sundargarh Municipality

### INFORMATION FOR THE INTENDING QUOTATIONERS

1. The rate should be quoted by the quotationer as per Annexure-I and work will be executed as per the specification.
2. Detail Specification for beautification is as per the direction of Engineer-in-charge.
3. The quotation should also be accompanied with attested photo copies of
  - i. Valid and up to date (PAN CARD),
  - ii. GSTIN clearance certificate,
  - iii. Registration Certificate, if any.
  - iv. Experience Certificate

#### Terms and Conditions

- 4) Tax amount or rate of taxes to be indicated inclusively in the quotation.
- 5) Validity of quotation shall be one year from the date of opening of the same.
- 6) Rate to be quoted in Indian Currency.
- 7) The selected quotationer should execute the work within a month from the date of issue of work order.
- 8) Payment will be made subject to completion of work in all respect.
- 9) The rate should be quoted both in words & figures.
- 10) Selection of quotation will be held basing on experience and the lowest rate quoted by the quotationer.

The authority reserves the right to reject any or all the quotations without assigning any reasons thereof.

Executive Officer  
Sundargarh Municipality

**ANNEXURE-I**

**"Quotation for Supply and rooting of variety plants and Beautification of different areas of Sundargarh Municipality"**

**BILL OF QUANTITIES**

Sl. No	Description of Varieties of indoor/outdoor plants including transportation and plantation cost	Probable Quantity	Unit	Rates in Rs.	
				In Figures	In Words
1	2	3		4	5
1	Hedging plants ready like doranta,cisium,tagar,colius to cover rectangles and other landscape/s	1500 Nos	Nos		
2	Cicus palm	2ft/each	each		
3	Lawn grass carpet	1sq.ft	Sqft		
4	Lawn grass selection 1	1sq.ft	Sqft		
5	Lawn grass bormunda	1sq.ft	Sqft		
6	Seasonal flowers ready. flowers like inca,marigold,lily,dahlia,pitunia, verbena,pancy,chandramalika and any attractive flowers to cover total place.	7X7 poly bag	Per each		
7	All weather rose plants at least two yrs old and bagun vallia for regular flowering at the rectangle	13X13 poly bag	Per each		
8	Christmas tree	13X13	each		
9	Ficus palm	10ft above	each		
10	Chinese fan palm	1ft above	each		
11	Majestic or ravenia palm	7ft above	each		

12	Cascade palm	3ft	each		
13	Ponytail palm	2ft above	each		
14	Yucca palm	7ft above	each		
15	Ficus black	6ft above	each		
16	Ficus panda	5ft above	each		
17	Ficus king bush	2ft	each		
18	Bismarkia palm	3 ft	each		
19	Panda ficus	1ft	each		
20	Thuja(1ft-5ft Rs.60-600)	3.5ft above	each		
21	Akelipa	1ft above	each		
22	Golden Duranta as per size and height		each		
23	Portulaca	2ft	each		
24	Mini Tagar	1-2	each		
25	Hibiscus Hedge	2-3ft	each		
26	Carmona	2ft	each		
27	Hibiscus	2ft	each		
28	Rose	1ft	each		
29	Sthalpadma red, yellow, white, ashcolour, pink	1ft	each		
30	Jhumka flowers	1 ft	each		
31	Different varieties croton	2ft	each		
32	Krushna chauda	2ft	each		
33	Kadam	2 ft	each		

34	Karanja	2 ft	each		
35	Christmas tree for circles 5-6 feet height for middle place of the circle	2	each		
36	Bottle palm 8ft above	30	each		
37	Black fycus 6ft height	30	each		
38	2 month maintenance cost				
39	London pine, black Cyprus and junypross 3ft height	30	each		
40	Transporting & labour charges				

Signature of Quotationer

Executive Officer  
Sundargarh Municipality

## TERMS AND CONDITIONS.

1. Sealed tenders are invited from eligible **intending firms/Experience/Reputed Agro Farm/Horticulturists.**
2. EMD of 1% of Quoted value should be deposited by the Quotationer in shape of NSC/Postal fixed deposit/Bank term Deposit pledged in favour of Executive Officer, Sundargarh Municipality, Sundargarh or in shape of Bank Draft/Bankers Cheque in the name of Executive Officer, Sundargarh Municipality, Sundargarh without which the quotation will not be considered for evaluation.
3. Quoted rate should be inclusive of all cost, taxes etc. GST and other taxes and duties (in %) if any should be mentioned separately.
4. Any other Govt. taxes as applicable from time to time will be borne by the tenderer.
5. The tender without earnest money will not be accepted.
6. The detailed Tender Call Notice will be downloaded from the official website of Sundargarh District, <http://sundargarh.nic.in>. There is no provision of selling of the bid documents in office counter of Sundargarh Municipality.
7. Paper cost as specified in the quotation shall be submitted in shape of Demand Draft/Bankers Cheque duly pledged in favour of the Executive Officer, Sundargarh Municipality, Sundargarh which is non-refundable. Offers received without Paper cost shall be rejected out rightly.
8. Quantity of Material as specified in tender schedule may be varied as per our requirements.

9. Materials shall be guaranteed and to be maintained for a period of one year from the date of completion. Any defect noticed during the Guarantee period, the materials shall be replaced by the supplier in free of cost.
10. Security deposit @ 5% and IT with other taxes as applicable will be deducted from the invoice value. S.D will be refunded in due course after completion of the warranty period and obtaining no dues from the audit.
11. If the supplier fails to supply any item as per the supply order, Sundargarh Municipality will be liberty to purchase the required quantities from the open market at the cost and risk of supplier i.e differential cost will be recovered from the supplier. In such cases the decision of the Executive Officer will be treated as final & binding on supplier.
12. All the documents furnished by the bidders are subject to verification by the issuing authority. In case of any manipulation found, the EMD will be forfeited and steps shall be taken for blacklisting the bidder from Sundargarh Municipality.
12. The Sundargarh Municipality reserves the right to accept or reject any tender or annual the quotation process and reject all tenders at any time prior to award of the contract, without assigning any reason, whatsoever to the affected tenderers.
13. The tenderer shall have governed by the law of India and interpretations in accordance with such laws.
14. Sundargarh Municipality is not responsible for any dispute of Labour, and the Labourers so provided shall not be in any way be the employees of Sundargarh Municipality.

15. The payment (s) will be made to tenderer are subject to deduction of tax (s) Cess leviable by any Government as per rule from time and will be made after the supply, fitting and fixing of goods in all respect as per the specification. 90% of the payment will be made after successful installation and 10% of the payment will be paid after completion of one year installation.
16. The contract will be for one year in the first instance. However, the contract can be extended on the same terms & conditions subject to satisfactory work by the tenderer.
17. The tenderer shall be responsible for all injuries and accidents to persons employed by him. The workmen shall be insured against personal accidents arising out of or during course of their duties.
18. In the event of injury, illness or mishapening to any worker, the Sundargarh Municipality will not be liable to pay any compensation. The insurance covered shall include the liability under the workmen's Compensation Act.
19. The tenderer shall have to deposit 1% of EMD of the total contract value quoted by him along with the quotation in shape of NSC/Postal time deposit Pass Book duly pledged in favour of the Executive Officer, Sundargarh Municipality or Bank Draft/bankers Cheque from the Nationalized Bank in favour of Executive Officer, Sundargarh Municipality. The earnest money thus deposited shall be refunded only to unsuccessful tenderer, on receipt of application from the tenderer to that effect. The EMD of quotation accepted or proposed to be accepted, shall be retained in the Municipal Council Office till such time after completion of the work, as the competent authority of

Municipal Council shall deem fit. EMD for a bunch of quotations, if submitted, shall in no case be entertained.

20. The tenderer shall not appoint any sub company/agency to carry out any obligation under the contract.
21. The tenderer shall abide by all the law of land including Labour Laws (PF, Income Tax, Service Tax or any other extra taxes levied by the Government) Companies Act, TAX deduction liabilities, welfare measures of its employees and all other obligations that enjoin in such cases and are not essentially enumerated and defined herein, through any such onus shall be the exclusive responsibility of the contractor and it shall not involve the Sundargarh Municipality in any way whatsoever. Compliance of these provisions shall be ensured.
22. If the tenderer wants to rescind the contract voluntarily or otherwise, he is required to give a notice of at least 30 days failing which the amount of security deposit including any other dues will be recovered from him for making alternate agreement till the new quotation is assigned to the other party.
23. No claim shall be entertained towards any expenses made by any tenderer for submission of the tender in case of cancellation/rejection/acceptance/withdrawal of the quotation.
24. If the tenderer repeatedly violates the terms & conditions of the contract shall be liable to be terminated and security so deposited shall be forfeited.

25. The tenderer shall have certificate for Income Tax Officer of tax exemption otherwise income tax at the rate as applicable as per Income Tax Rules shall be deducted at source.

Quotationer

Executive Officer,  
Sundargarh Municipality.

Schedule - I

**DOCUMENTS TO BE ATTACHED WITH THE QUOTATION**

<u>Sl. No.</u>	<u>Particulars Attached</u>	
1.	Cost of Tender Paper	Yes/No
2.	Earnest Money deposit.	Yes / No
3.	Terms & conditions duly signed by the contractor on each page.	Yes / No
4.	Attested copy of up-to-date PAN & GSTIN clearance Certificate.	Yes / No
5.	Registration Certificate if any	Yes/No

**Note: In absence of above documents(s), tender shall be rejected.**

**Place:**

**Date:**

Signature of Quotationer with stamp.