

**Biju Patnaik University of Technology, Odisha  
Rourkela**

BPUT/CS&P/52/20/4772

Dated 17.12.2020

**TENDER CALL NOTICE**

Sealed tenders are invited from the reputed and experienced Agencies/ Firms for **“Development & Maintenance of Lawns and Gardens of BPUT, Rourkela (Excluding Biju Patnaik Yoga and Fitness Park)”**. The detail of tender is available in BPUT website i.e [www.bput.ac.in](http://www.bput.ac.in). The University reserves right to reject any application without assigning any reason thereof. The last date and time of receiving sealed tender by Speed Post addressing to **“The Registrar, Biju Patnaik University of Technology, Odisha, Rourkela -769015”** on or before **08.01.2021 by 05.00 PM**. The incomplete tender or tenders received beyond the due date and time shall be rejected summarily.

Sd/-  
REGISTRAR

# Biju Patnaik University of Technology, Odisha Rourkela

No. BPUT/CS&P/52/20/4772

Dated: 17.12.2020

TENDER DOCUMENT FOR DEVELOPMENT AND MAINTENANCE OF LAWNS AND GARDENS OF BPUT,  
ROURKELA (EXCLUDING BIJU PATNAIK YOGA AND FITNESS PARK)

## 1.0 General Information

Sealed Tenders are invited from reputed & experienced Firms/Agencies/Contractors for development and maintenance of lawns and gardens of BPUT, Chhend, Rourkela (Excluding Biju Patnaik Yoga and Fitness Park) on annual contract basis as per the following terms and conditions.

The total work is divided into following broad areas as given hereunder:

Maintenance of Lawn and Garden of BPUT, Rourkela as per Schedule-I (Annexed)

The interested bidders may visit the location on any working day between the office hours to have a thorough knowledge of the work to be performed before preparation and submission of the bid.

## 2.0 Tender Schedule

Sl	Event	Date & Time
1.	Pre Bid Meeting Date and Time at BPUT campus	23.12.2020 at 11.30 AM
2.	Last date of Bid receipt at BPUT, Chhend, Rourkela (Speed Post only)	08.01.2021 at 5.00 PM
3.	Technical Bid Opening	11.01.2021 at 11.30 AM
4.	Financial Bid Opening	12.01.2021 at 11.30 AM

## 3.0 SCOPE OF WORK

**Development and Maintenance of Gardens and Lawns at BPUT Campus, Chhend, Rourkela (As per Schedule-I and as per Clause 16.0)**

- I. Development & Maintenance of existing lawns & gardens, soil filling, watering, weeding & cutting of bushes by engaging adequate number of trained personnel and machines on daily basis throughout the year.
- II. General sweeping of the gardens / lawns including removal of plastic /papers/leaves etc. on daily basis throughout the year and disposing of the same properly.
- III. Plantation of permanent plants, seasonal flowers, ornamental plants, Cacti, Replacement of plants and carpet grass in the lawns. This includes engagement of qualified and experienced gardeners and procurement of fresh/replacement plants at its own cost.
- IV. All Permanent and Ornamental plants will be planted within the first month of receiving the tender.

Page 1/14

Date :

(Signature)  
Name & Designation of the Authorised Signatory of Bidder  
(With Seal)



- V. Repairing and maintaining the entire water tap inside the park area within the first month of receiving the tender so that water will be properly utilized at all places inside park area uniformly.
- VI. Regular trimming of grass in lawns using **Lawn Mowers only**, replacement/development of plants and grass in the lawns etc. by engaging adequate number of skilled personnel. Lawn mowers or other gadgets shall be purchased by the contractor and be maintained by his own cost. The firm / Agency shall be the custodian of such equipment / instruments/machineries and shall deploy adequate numbers of trained personnel to operate these machineries.
- VII. Maintaining and watering all the Bottle Palm trees planted at the different locations in the University campus.
- VIII. Replacement of the soil in the park area at least once in a year to provide proper fertile and growth to the plant.

#### 4.0. OPERATIVE TERMS AND CONDITIONS

- 4.1 Adequate personnel as necessary for effective execution of the job must be deployed by the firm/agency for seven days a week throughout the year. The Agency/Firm will maintain the agreed deployment of well-trained gardeners and labourers throughout the year.
- 4.2 Electric and Hand Lawn mowers are recommended for use and the Firm/ Agency/ Contractor shall supply and maintain them at his own cost and the University shall have no financial liability for the same.
- 4.3 Electricity may be supplied free of cost by the University for use of above equipment wherever possible. Typical distance of cord for lawn mowers shall be up to 150m.
- 4.4 Water required for the job will be provided by BPUT, Rourkela at the existing designated points. The contractor shall arrange on its own for pumping, supply and distribution etc. up to and within the required work-site. If needed, the contractor on its own cost shall arrange water for watering the plants and grass for survival without depending upon the University water supply.
- 4.5 The Agency shall assure that in the event of shortage of personnel on duty, the routine maintenance work shall be executed effectively by engaging substitute personnel at his own cost and expenses.
- 4.6 The Agency shall ensure that all personnel are imparted proper training at regular intervals and should not have criminal background.
- 4.7 The Agency shall designate one person, who would act as a liaison officer between the agency and the University and shall report to the OIC, Horticulture of BPUT on day to day basis to represent the progress of the work executed.
- 4.8 The Agency shall maintain a register / log book of daily works done and submit the same to the OIC Horticulture of the University whenever demanded for verifications at least once a week.

#### 5.0 DEFICIENCY IN SERVICE

The University authorities / its designated committee / officials shall inspect the

Page 2/14

Date :



(Signature)  
Name & Designation of the Authorised Signatory of Bidder  
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University area from time to time to assess the performance of the Contractor. If any deficiency in service is observed, the inspecting personnel may assess the value of the deficiency and recommend appropriate financial penalty for deduction from the monthly

bill. The penalty shall also be for poor performance by contractor's personnel and of poor supervision. In case of dispute in assessment, the decision of the Vice Chancellor, BPUT, Rourkela shall be final and binding.

#### 6.0 STATUTORY OBLIGATION

The Firm/Agency/Contractor shall render quality services to the University as per the terms and conditions of the contract. The agency/firm shall be solely responsible for payment of wages including other benefits like E.P.F. & E.S.I etc. as per Government norms to the manpower engaged under this contract at his own cost. Upon termination of contract, no physical or moral or legal pressure shall be made on the University on the ground of "person displaced from job". The firm shall be entirely responsible for all the statutory provisions and in no circumstances the BPUT shall be responsible on this account.

#### 7.0 SAFETY PROVISION

The Firm/ Agency/ Contractor shall be responsible for maintaining and ensuring the safety of all activities on the site in respect of all the property & personnel employed in the work. The Firm/ Agency/ Contractor shall at his own expense arrange for the safety provisions as per Safety Code framed from time to time and shall at his own expense provide for all facilities in connection therewith. Under no circumstances, the University will be responsible for any such occurrence or any matter arising out of it.

#### 8.0 DAMAGES

The Firm/ Agency/ Contractor shall pay the cost of damages to the BPUT in case of failure to execute the service properly. The amount of damages shall be determined by the BPUT and shall be deducted from payments due to the Firm/ Agency/ Contractor.

#### 9.0 PAYMENT

The Firm/ Agency/ Contractor shall submit monthly bill with detailed statement of expenses including the self attested copy of the E.P.F./E.S.I. deposits of previous month along with the monthly bill before the release of monthly dues. The monthly bill must include all taxes. The University appointed committee shall review the actual work done in that month after which the payment shall be made on the basis of the recommendation of the committee.

#### 10.0 MODE OF SELECTION

The University shall follow a two bid system: Sealed Technical Bid and Sealed Financial Bid. **The Agency / its proprietor / Owner should not have been convicted by any court of law. The Agency / Agencies whose past performances have been found to be unsatisfactory or who have been black listed by the BPUT or any Government / Autonomous Organization shall be debarred from the tendering and selection process.**

##### 10.1 Technical Bid:

The Bid shall be submitted in sealed cover by the Bidder.

A committee constituted by the University will examine all the proposals on the basis of

Page 3/14

Date :

(Signature)

Name & Designation of the Authorised Signatory of Bidder

(With Seal)





the following valid documents and certification

- a) Credentials of the Contractor/ Agency/ Firm and the key personnel.
- b) Past experience in similar business and satisfactory performance report for the previously executed work elsewhere in the Government owned Organization/Autonomous Organization **(with minimum average annual turnover of Rs. 12 Lakhs in the last three financial years).**
- c) The quality of service
- d) Methodology to be adopted for maintenance works
- e) GST No
- f) IT Returns (Last three years)
- g) Labour License
- h) Manpower and machines available with the agency
- i) EMD of Rs. 12,000/- in shape of Bank Draft.
- j) Bid Processing Fee of Rs. 500/- in shape of Bank Draft (Mandatory)

#### 10.2 Financial Bid:

**The Bid shall be submitted in sealed cover. The Financial bid must be mentioning the monthly rate which must include all taxes and liabilities. The Bidders who qualify in the evaluation of the Technical Bid and satisfactory other requirements shall only be considered for opening of Financial Bids. The University Committee shall open the Financial Bid on the approved date and time or else intimate the bidders, the changed time / venue (if arises) for the financial bid opening in either in written communication or over telephone or email communication.**

- 10.3 The Financial Bids of all the technical qualified bidders shall be opened on the appointed date and time. The qualified bidders / their authorized representatives, who choose to be present at the time of opening of the financial bids, may remain present.
- 10.4 Photocopy of all relevant documents as mentioned self signed by the Bidder at each page has to be submitted along with the bids/ proposal, failing which the same is liable to be rejected.

#### 11.0 COMMERCIAL TERMS AND CONDITIONS

- 11.1 **The successful bidder/firms shall deposit the Security deposit in the form of Bank Draft of an amount equal to one month's contract value from a nationalized bank in favor of Biju Patnaik University of Technology payable at Rourkela.** The security deposit without any interest shall be released after realization of the University dues, if there would be any on termination of the contract. If the firm fails to operate as per agreed terms and conditions of the contract then the security deposit shall be forfeited.
- 11.2 If any of the document / information submitted by the firm is found to be false or forged or any of the information has been hidden by the firm at the time of submitting tender and the same is detected at a latter stage, then the legal action as per rules may be taken against the agency / bidder and the security deposit of the agency shall be forfeited.
- 11.3 If the Firm/Agency/Contractors fail to initiate the job within fifteen(15) days after the work order is given by the University, the EMD shall be forfeited and the next eligible Firm/Agency shall be offered the job or fresh tender may be done as to be decided by the University.

Page 4/14

Date :



(Signature)  
Name & Designation of the Authorised Signatory of Bidder  
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11.4 The agency shall submit a monthly claim (the mutually agreed rate as per the contract) to the Registrar of the University within 1<sup>st</sup> week of the next month.

## 12.0 CONTRACT VALIDITY

12.1 The contract shall be for a initial period of one year from the date of award of contract subject to continuous satisfactory performance. The contract can be extended for further after the assessment of the performance every year by the University upto a maximum period of three years.

12.2 The contract can be terminated under any one of the following circumstances.

- (a) By giving one month's notice by the University, anytime without assigning a reason, if in the opinion of the authorities such termination is in the interest of the University. This termination shall not be challenged by the Firm/ Agency/ Contractor.
- (b) The Firm/ Agency/ Contractor not performing its duties properly as per the agreed terms and conditions of the contract. The University shall decide whether the performance of the contractor meets specification or is deficient and to what degree. In such a case the notice period shall be one week without any compensation.
- (c) For committing breach of the terms & conditions of the contract or assigning the contract or any part thereof by the Agency to any third party or subletting whole or part of the contract or the premises to any third party. The notice period shall be one week without any compensation.
- (d) The Firm/ Agency/ Contractor being declared as insolvent by the court of law. The notice period shall be one week without any compensation.
- (e) For indulging in any grossly unsafe practice, stealing, or willfully damaging University property or engaging in any illegal activity, the contract may be terminated on immediate notice. The decision of the Vice Chancellor BPUT, Rourkela in this matter shall be final and binding.

## 13.0 OTHER TERMS & CONDITIONS

- 13.1 The Firm/Agency must have valid E.P.F, ESIC registration No., PAN, GST No. and a valid Labour license under contract Labour Act, 1970.
- 13.2 The Firm/Agency shall abide by all statutory and regulatory Acts of both State and Central Government.
- 13.3 The Firm/Agency shall comply with the regulatory clauses of Labour Act and shall not engage any old person or any minor or any person with criminal background. In default of the same, the University reserves the right to take any action against as deemed fit.
- 13.4 The University shall in no way be liable for any occurrence of the accidents in the site. The University shall have no responsibility and liability towards payment of wages, social security, medical care, safety or any benefit to the personnel engaged by the Agency/ Firm. Any unpleasant incident occurring during the contract period is the sole

Page 5/14

(Signature)

Date :

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)



- responsibility of the Firm and the University shall in no way be liable for any such incident. All safety measures must be ensured, taken care, in order to avoid any accident, fire and other safety hazards by the Firm.
- 13.5 If there is any damage to the University property or any other financial burden on the University because of willful or negligent action by the Firm/ Agency or its personnel, the University shall be entitled to recover the same by means of compensation from the Firm/ Agency.
- 13.6 The Registrar of the University shall be the authorized officer, who will represent the University in all dealings with the Firm/ Agency.
- 13.7 The staff engaged by the Agency shall draw their remuneration from their Agency and will not claim any employment benefit from the University at any point of time. The agency shall also be entirely responsible for the statutory obligations of such personnel and shall indemnify the University in the matter.
- 13.8 The initial cost of the monthly contract price shall remain valid for one year. Any mid-year increase in expenditure because of enhancement of minimum wage by the State Government cost of goods and services in the market or tax rates will be absorbed by the contractor without affecting the service provided and the contract value.
- 13.9 Smoking, tobacco chewing & spitting, alcohol, drugs etc. are strictly prohibited inside the campus area. Any personnel found with this act or with improper/indecent behavior shall be removed by the Firm and the University shall not be responsible for any situation arising out of that.
- 13.10 During an assignment, if substitution is necessary due to ill health or an employee of the Firm proves to be unsuitable, or the person is no longer working with the firm, the firm shall immediately engage other staff of at least with the same level without affecting the work schedule.
- 13.11 During the notice period for termination of contract in any of the situations contemplated above, the contractor shall keep discharging his duties as before till the expiry of notice period. It shall be the duty of the Contractor to remove all the persons and / or equipments deployed by him on termination of the contract on any ground whatsoever and to ensure that no person creates any disruption/ hindrance/ problem of any nature to BPUT, Rourkela.
- 14.0 JURISDICTION AND RIGHT TO AMEND RULES:**
- 14.1 The University reserves the right to amend rules whenever and wherever considered necessary and appropriate. The same shall be intimated to the contractor in due course.
- 14.2 The University rules shall be binding for execution of the contract. Further, in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter, the Vice Chancellor, BPUT, Rourkela is the sole arbitrator to decide the same and his decision is final and binding on both the parties as per the provisions of the Arbitration and Conciliation Act 1996. If differences persist even after arbitration and there are compelling reasons to go to the court, it will be decided in the Hon'ble High Court of Odisha only.

Date :

(Signature)  
Name & Designation of the Authorised Signatory of Bidder  
(With Seal)





### 15.0 GENERAL INFORMATION TO BIDDERS:

- 15.1 This Invitation for Bids is open to the agencies having adequate experience and satisfactory performance in garden maintenance works for a period of minimum three years of a significant value, executed with Central / State Govt. Departments / Autonomous Bodies /Institutes of Repute.
- 15.2 The Bidder is expected to examine all instructions, forms, terms & conditions, and specifications in the bidding document. Failure to furnish information required according to the bidding document or submission of a bid not in accordance to the bidding document in every respect will result in rejection of the bid.
- 15.3 Interested bidders can visit the site in our campus on any working day. In case of any further clarification, the bidders may contact OIC, Horticulture, Director In-charge (EDMU) & Registrar of BPUT, Rourkela within due date.
- 15.4 The bids must be signed with seal on each page by the Bidder and then be submitted in three separate sealed envelopes as listed below all kept in one sealed big envelope. The Bids shall be received at BPUT, Chhend, Rourkela by Speed Post only. No other mode of receipt shall be entertained.
- a) Technical Bid
  - b) Financial Bid
  - c) EMD & Bid Processing Fee
- 15.5 The Technical bid and Financial bid must be submitted with seal & signature of the bidder. The financial bid shall be opened only for those bidders, who qualify the technical bid.
- 15.6 The Bid Processing Fee of Rs. 500/- (Rupees Five hundred) to be submitted in the shape of demand draft in favor of "Biju Patnaik University of Technology", payable at any nationalized bank at Rourkela which is non-refundable.
- 15.7 EMD of Rs.12,000/- (Rupees Twelve thousand only) in the shape of demand draft in favor of " Biju Patnaik University of Technology", payable at SBI, Udit Nagar, Rourkela must be deposited along with the bid document separately in a sealed envelope. The EMD draft will be refunded to unsuccessful bidders within a month of finalization of Tender.
- 15.8 The bidders are required to apply in a sealed envelope, addressed to the Registrar BPUT, Rourkela super scribing "**TENDER FOR DEVELOPMENT AND MAINTENANCE OF LAWNS, GARDENS OF BPUT CAMPUS, ROURKELA (Excluding Biju Patnaik Yoga and Fitness Park)**" through Speed Post within the schedule date and time.
- 15.9 All relevant information and documents must be furnished along with the proposals in the prescribed format (T1 to T5 in the Technical Bid and F1 in the Financial Bid).

(Signature)

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)

Date :





## 16.0 Schedule- I (Works to be done)

### Items

Item: A. Lawn development and maintenance, with permanent plants and seasonal flowers, with twice a day watering, fertilizer, pesticides, termite treatments, manuring, weeding out, etc. throughout the year at following places

Sl. No.	Items
1.	Front Left Lawn of Administrative Building (5 ft x 10 ft at various patches of seasonal flower)
2.	Front Right Lawn of Administrative Building (5 ft x 10 ft at various patches of seasonal flower )
3.	Guest House campus
4.	VC Residence Office campus
5.	Back side of Administrative Building (permanent flowering plant and decorating plant and maintaining properly throughout the year)
6.	Inside Administrative Building (Development of carpet grass, Watering, trimming, weeding out, sizing and maintaining the carpet grass uniformly throughout the year with <b>lawn mowers only</b> , maintaining the permanent flowering tree, decorative plants, Planting and maintaining healthy of 25 numbers of Pots of decorating plant and 25 numbers of Pots of seasonal flowers throughout the year)
7.	Inside CAPGS Building (Developing and Maintaining of carpet grass, Watering, trimming, weeding out, sizing and maintaining the carpet grass uniformly throughout the year with <b>lawn mowers only</b> , maintaining the permanent flowering tree, decorative plants, Planting and maintaining healthy of 25 numbers of Pots of decorating plant and 25 numbers of Pots of seasonal flowers throughout the year)
8.	Replacement of the soil in the park areas at least once in a year to provide proper fertile and growth to the plant.

Out of the total area of each of the Lawns, the following subdivisions are made:

- i. Carpet Grass = 30% of the total area
- ii. Permanent ornamental plants = 30% of the total area and each corner
- iii. Seasonal flowers = 20% of the total area
- iv. Rose flower plants (multicolour) = 20% of the total area

Item: B. Watering twice daily to all the Bottle Palm trees and applying fertilizer, pesticides, termite treatments, manuring, weeding out, etc. throughout the year in the BPUT campus at various locations inside the BPUT campus (excluding Biju Patnaik Yoga and Fitness Park) to make the Bottle Palm Tree healthy throughout the year.

  
Registrar  
Biju Patnaik University  
of Technology, Odisha,  
Rourkela -15

(Signature)

Date :

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)



**FORM NO. T-1 (Technical Bid)**

(To be furnished in letter head of the firm and copy of certificates / documents to be attached)

Tender Notice No. BPUT/CS&P/52/20/4772

Dated: 17.12.2020

Tender Document for Development Maintenance of Lawns and Gardens of BPUT, Rourkela (Excluding Biju Patnaik Yoga and Fitness Park)

1.	Name of the Contractor/ Firm/Agency	:	
2.	Name of the Proprietor /Partner(s)	:	
3.	Full Postal Address (With E-mail id)	:	
4.	Other Business of the Firm (if any)	:	
5.	Office/Residence Phone No./ Mobile No	:	
6.	Office Fax No. If any	:	
7.	Name(s) of the Proprietor/Partners	:	
8.	GST Registration No.	:	
9.	PAN No.	:	
10.	E.P.F & ESI Registration No.	:	
11.	Labour License No.	:	
12.	Volume of Business in the Financial year 2016-17, 2017-18 & 2018-19 (use separate sheet)	:	
13.	Past experience in similar business (use separate sheet) (With Satisfactory Performance)	:	
14.	Bid Processing Fee Particular	:	
15.	EMD Particulars (No. & Date, Amount and Name of the Bank)	:	
16.	Number and qualification of personnel the firm proposes to be used (use separate sheet)	:	
17.	Machinery and methods used in executing the job (use separate sheet)	:	

**N.B: The self attested copies of documents to be enclosed by the Bidder**

Date:

Place

**Signature of the Proprietor/ Partner  
(Seal)**

Page 9/14

(Signature)

Date :

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)





**FORM NO. T-2 (Technical Bid)**

(To be furnished in letter head of the firm)

**FINANCIAL CAPACITY OF BIDDER**

(To be submitted with valid documents)

Sl. No	Period (Last 3 FYs)	Annual Financial Turnover from the similar service in INR	Annual Average Turnover from the similar service in INR
1	2016-17		
2	2017-18		
3	2018-19		

Signature of the Proprietor/ Partner  
(Seal)

Date :

(Signature)

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)



**FORM NO. T-3 (Technical Bid)**

(To be furnished in letter head of the firm)

**PAST EXPERIENCE OF THE BIDDER**

**Name of Bidder**

Details of the similar assignments undertaken / completed during the last 03 years:

Sl	Name of the project	Name of Client with address and contact numbers Mobile No: Email Id:	Date of Award of Contract	Date of completion of assignment (for both completed and ongoing projects)	Period of Service	Annual Contract Value (in INR)	Description of work/job	Remarks (Mention Satisfactory or Unsatisfactory)
1								
2								
3								

**N.B. : Copies of the Work Orders and the Completion Performance Certificates from the respective authorities needs to be furnished by the Bidder along with the technical proposal as proof of evidence.**

Place:  
Date:

Signature of the Proprietor/ Partner  
(Seal)

Date :



(Signature)  
Name & Designation of the Authorised Signatory of Bidder  
(With Seal)



FORM NO. T-4 (Technical Bid)

MACHINERY AND METHODS TO BE USED IN EXECUTING THE JOB

Sl	Name of the work at different locations of BPUT Chhend Rourkela Campus	No. of persons to be equipped on daily basis	Type of Machine & number of machine to be used on daily basis
1	Front Left Lawn of Administrative Building (5 ft x 10 ft at various patches of seasonal flower)		
2	Front Right Lawn of Administrative Building (5 ft x 10 ft at various patches of seasonal flower )		
3	Guest House campus		
4	VC Residence Office campus		
5	Back side of Administrative Building (permanent flowering plant and decorating plant and maintaining properly throughout the year)		
6	Inside Administrative Building (Development of carpet grass, Watering, trimming, weeding out, sizing and maintaining the carpet grass uniformly throughout the year with <b>lawn mowers only</b> , maintaining the permanent flowering tree, decorative plants, Planting and maintaining healthy of 25 numbers of Pots of decorating plant and 25 numbers of Pots of seasonal flowers throughout the year)		
7	Inside CAPGS Building (Maintaining of carpet grass, Watering, trimming, weeding out, sizing and maintaining the carpet grass uniformly throughout the year with <b>lawn mowers only</b> , maintaining the permanent flowering tree, decorative plants, Planting and maintaining healthy of 25 numbers of Pots of decorating plant and 25 numbers of Pots of seasonal flowers throughout the year)		
8	Watering twice daily to all the Bottle Palm and applying fertilizer, pesticides, termite treatments, manuring, weeding out, etc. throughout the year in the BPUT campus at various locations inside the BPUT campus (excluding Biju Patnaik Yoga and Fitness Park) to make the Bottle Palm Tree healthy throughout the year		

Place:

Date:

Signature of the Proprietor/ Partner

(Seal)

Page 12/14

Date :



(Signature)

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)

**FORM NO. T-5 (Technical Bid)**

**DECLARATION BY THE BIDDER**

I/, We \_\_\_\_\_ S/O

\_\_\_\_\_ aged about \_\_\_\_\_, the proprietors / owners of  
\_\_\_\_\_ agency do hereby declared that I /

We have not been convicted and found guilty by any court of law. I/We, further certify that the performance of our firm has not been found to be unsatisfactory by BPUT, Rourkela, Odisha or any Govt. / Autonomous Organisation and it has not been blacklisted by any of them. Further, the information submitted in the Bid documents at T-1 to T-5 and F-1 by us are true and nothing has been suppressed or concealed.

Witness

Full Signature of the proprietors / owners of the Agency  
(With Seal) (Date) (Place)

1.

2.

Date :



(Signature)  
Name & Designation of the Authorised Signatory of Bidder  
(With Seal)



**FORM NO. F-1 (Financial Bid)**

(To be furnished in letter head of the firm)

Tender Notice No. BPUT/CS&P/52/20/4772

Dated: 17.12.2020

Tender Document for Development Maintenance of Lawns and Gardens of BPUT, Rourkela (Excluding Biju Patnaik Yoga and Fitness Park)

**FINANCIAL BID**

1. Name of the Firm with Full Address:
2. Price quoted as in Rupees as whole for all works as a single package on monthly basis for the BPUT as per the **Schedule- I** (vide Tender Call No. **BPUT/CS&P/20/4772**)  
Rs..... per month(Rupees .....)  
only.

Note:

1. The amount quoted is for the 30 days (monthly basis) from the date of award of contract for the contract period .
2. The above quoted price is inclusive of all taxes/ duties, cess, or any other applicable taxes/levies, etc. as may be levied by the Govt. from time to time.
3. The University shall have the liberty to drop any of the work components mentioned above and the selection shall be done accordingly. The qualifying firm must agree to the Terms and Conditions of Tender decision of the University, failing which the EMD shall be forfeited.

Place

Date

Signature of the Bidder / with seal

Date :



(Signature)

Name & Designation of the Authorised Signatory of Bidder  
(With Seal)