



HSCC (INDIA) LTD
E-6(A), Sector-1, Noida (U.P)-201301

HSCC/HRM/NIT/11

03.04.2011

Notice Inviting Tender for Horticulture Services

Sealed tenders are invited from horticulture services providing agencies in and around Noida for supply and maintenance of plants besides garden maintenance at HSCC Corporate Office, Noida. For Details & Tender form, please visit our website: www.hsccltd.com. Last date for receipt of tender is upto 14.30 hrs on **18.04.2011**. HSCC reserves the right to cancel the tender without assigning any reason. Prospective bidders are advised to scan through HSCC website as corrigendum/amendments etc., if any, will be notified on the company's website and separate advertisement will not be made for this.

Chief Gen Mgr (HRM & Legal)



TENDER DOCUMENT

**Annual Contract For
Providing Horticulture Services**

**HSCC (I) LTD
E-6 (A) , Sector-1
Noida (U.P)-201301**

**HSCC (India) Ltd
(A GOVERNMENT OF INDIA ENTERPRISE)
E-6(A), SECTOR-1, NOIDA (U.P)-201301**

REQUEST FOR PROPOSAL (RFP)

Annual Contract For Providing Horticulture Services

- | | | |
|----|--------------------------------|----------------------------------|
| 1. | Last Date of submission of bid | Date & Time: 18.04.11; 14.30 hrs |
| 2. | Date of opening of bid | Date & Time: 18.04.11; 15.30 hrs |

Section – I
TERMS & CONDITIONS

1. **Submission of Tenders:** Sealed tenders must be submitted in an envelope duly superscribing “Tender No., Description of item and Date of Opening” addressed to the Chief General Manager (HRM & Legal), HSCC (India) Ltd, E-6(A), Sector-1, Noida (U.P)-201301. latest by **18.04.2011 up to 14.30 hrs** positively.

Request for extension of submission date of tenders will not be considered.

2. **Late/delayed tenders :** Late/delayed tenders due to any reason whatsoever will not be accepted / considered at all under any circumstances.

3. **Opening of Tenders:** The tenders received will be opened at **15.30 hrs** on **dated 18.04.2011** in the presence of the authorized representatives, if any, of the quoting firm (one member only) at this office. **Request for extension of opening date of tenders will not be considered.**

Quotation will also be opened on scheduled date and time even in case of non-presence of any representative of the firms.

4. **Down Loading of Tender Document:** The vendors may down load Tender documents containing detailed technical specifications and terms & conditions from Website www.hsccltd.com.

5. Payment will be made on monthly basis after submission of bills to the HRM Department.

6. The contract will be initially awarded for a period of three months on trial basis and on the basis of satisfactory services the contract will be continued upto one year from the date of award. However, HSCC reserves the right to cancel the contract without assigning any reason.

7. Deductions relating to TDS, and any other Govt. levies applicable on bills will be made as per Govt. of India instructions issued from time to time.

8. HSCC is neither responsible nor liable to pay any compensation for injury / death caused to the contractor's operating staff in the event of any accident on HSCC duty. Contractor will make his own arrangements to meet such eventualities as per existing Government rules/regulations.

9. None of the Contractor's employees present or future will be entitled to claim any sort of employment in HSCC. Contractor is required to attach an undertaking to this effect along with his Quotation.

10. The Contractor shall comply with all the laws, rules, and regulations applicable to him in respect of his staff and equipment and any breach thereof shall render the contract liable to cancellation. The Contractor will have to ensure that all the obligations under the various applicable acts, rules and regulations viz. Contract labour, such as

minimum wages act, payment of wage act, PF and ESI act, payment of Bonus Act and other applicable laws, acts, regulations etc., as amended from time to time, for all his employees who shall be deployed by the transporter for rendering services to HSCC are to be fulfilled and complied by him.

11. HSCC has all the rights to cancel the contract in case, if it is found that the quality of materials supplied is poor or the quality of the services rendered is not up to the mark and also in case of not providing the materials within the requisite time period or keeping the same pending. The supplier must ensure that latest manufactured materials are supplied to HSCC. And materials supplied are well within their date of expiry. The contract will immediately be cancelled if expired good are supplied. The supplier will be held responsible for any unfortunate happening attributed arising due to the materials supplied.

12. Disputes, if any, subjected to the jurisdiction of the courts in Delhi only.

13. L1 will be decided on the basis of rate quoted against all the items taken together.

14. HSCC reserves the right to accept or reject in part or in full to any or all the quotation without assigning any reason thereof.

Section - II

No.

Dated

To
The Chief General Manager (HRM & Legal)
HSCC (India) Ltd
E-6 (A), Sector-1
Noida -201301

Subject: Sealed Tender for providing horticulture services

Sir,

With reference to HSCC Tender Notice Inviting quotations for providing horticulture services, we hereby enclose the rate quotation in the prescribed proforma.

We have read the terms & conditions and accept the same.

Yours faithfully,

Name

Address

Tel./Fax/Mob. No.

Contact Person

Dated

Seal of the Firm

Tender No. NIT/HSCC/HRM/11/HS

Dated: __.04.2011

**PROFORMA FOR SUBMITTING QUOTATION FOR
Annual Contract For Providing Horticulture Services**

1. Name ,Address,Telephone, Fax,
Cellphone number of the Operator:
(The names of the contact person may please be indicated)

Sl. No.	Description	Billing Cycle	Rate (in `)
01	Rate per plant (including maintenance)	Per Month	
02	Garden Maintenance (including materials)	Per Month	
03	Taxes	Per Month	
04	Any Other (Please Specify)	Per Month	
Total		Per Month	

TERMS AND CONDITIONS:

HSCC reserves the right to accept or reject any or all tenders which meet or does not meet our requirement.

WE HEREBY CONFIRM THAT OUR COMMERCIAL BID SHALL REMAIN VALID FOR A PERIOD OF ONE HUNDRED EIGHTY DAYS FROM THE DATE OF OPENING OF COMMERCIAL BID AND WE ACCEPT ALL THE TERMS & CONDITIONS OF THE TENDER.

Signature of the firm:

Name

Address

Telephone No.

Date:

Seal of the firm