

## Notice Inviting Tenders for

### “DESIGNING, SUPPLYING & INSTALLING VERTICAL GARDEN PANELS AT GST BHAVAN(ICE HOUSE) OFFICE COMPLEX, PUNE-I GST.

Tender No. . I/22-36/L&B/Swachhata/18

#### SCHEDULE OF BID

1	Tender Sale / downloading Period	01.03.2019 to 08.03.2019
2	Last Date & time of submission of Tenders	11.03.2019
3	Date & Time of Pre Bid meeting	08.03.2019
4	Date & time of Opening of Technical Bids	12.03.2019
5	Opening of Price Bids	To be intimated separately only to the technically eligible bidders.
6	Tender Fee	(i) No tender fee, if downloaded by the bidder at their end
Name of Bidder Agency		
Address of Bidder Agency		
Phone Nos. of Bidder Agency		i- Landline Nos.
E-mail Id		
Contact Persons & their mobile nos.		i- ii- iii-

केंद्रीय वस्तु एवं सेवाकर पुणे-1 आयुक्तालय के प्रधान आयुक्त का कार्यालय, पुणे

41,ए, ससून रोड, आय.सी.ई. हाउस, पुणे- 411 001.

**OFFICE OF THE PRINCIPAL COMMISSIONER, CENTRAL GST PUNE – I  
COMMISSIONERATE, ICE HOUSE, 41/A, SASSOON ROAD, PUNE – 411 001**

NOTICE INVITING TENDERS

Tender No. I/22-36/L&B/Swachhata/18

Invitation to Tenders for “Designing, Supplying & Installing Vertical Garden Panels at  
GST BHAVAN, Pune

Sealed tenders are invited in two bid system from the experienced landscaping  
agencies/ horticulture work bidders on the attached tender form for “Designing, Supplying &  
Installing Vertical Garden Panels”, GST BHAVAN, Pune.

Bidders are advised to quote competitive rates for this work, on the enclosed tender price  
format indicating applicable GST etc. required for proper completion of the work. The tender  
form can be downloaded from CGST, PUNE-I COMMISSIONERATE website  
[www.cbec.gov.in](http://www.cbec.gov.in) and [www.punecenexcise.gov.in](http://www.punecenexcise.gov.in) or <http://eprocure.gov.in>, Central  
Procurement Portal of Govt. of India, from 01.03.2019 to 08.03.2019

Sealed tender should be dropped in tender box, kept at Entrance/ Reception Lobby of  
Administrative Building of GST Bhavan, Pune, on or before the closing time & date, i. e. up to  
**3:00 P.M on 08.03.2019**. Technical bid shall be opened on 12.03.2019 at 4:00 P.M. in  
presence of the representatives of the bidders, who are present during opening of the tenders.  
Late tenders will not be received and will be treated as rejected.

Prospective bidders are advised to regularly scan through CGST, PUNE-I  
COMMISSIONERATE website tender portal <https://eprocure.gov.in/eprocure/app> as  
corrigendum/ amendments etc., if any, will be notified on this portal only and no separate  
intimation/ advertisement will be made in this regard.

( M.V. Badariprasad)  
Additional Commissioner,  
CGST, PUNE-I  
COMMISSIONERATE

Invitation to Tenders for “Designing, Supplying & Installing Vertical Garden Panels, at GST Bhavan, Pune”.

1. Scope of Work:

Three vertical garden panels of approx. area of total 400 sq.ft. are to be designed, supplied and installed, on “F” wing in front of entrance of GST Bhavan(ICE House). The panel, will be aesthetically designed, supplied and installed by the agency. The agency will prepare and show the design of the garden panels to CGST, PUNE-I COMMISSIONERATE, giving details of Mild Steel frame work, pots, hanging arrangement, automated drip watering system etc. before execution of actual work at site.

A list of plants proposed to be planted in the pots will be decided mutually by the agency and CGST, PUNE-I COMMISSIONERATE. All materials such as complete structure, piping system, automated watering system, etc. required for installing the vertical garden panels will be provided by the agency. The work will be carried out by deploying workers who have good experience in this field.

The vertical garden system will be maintained by the agency at least for a period of one year from the date of completion declared by CGST, PUNE-I COMMISSIONERATE and the same shall be handed over to CGST, PUNE-I COMMISSIONERATE in well maintained lush green condition. The work will be carried out following good practices in this field.

2. **Eligibility** Criteria:

- 2.1 Eligibility will be based on meeting the following minimum criteria by the bidder regarding their work experience, personnel and financial position, as demonstrated by the Applicant's responses in the tender.
- 2.2 The Applicant to meet the following minimum criteria for eligibility:
- (a) Average Annual financial turnover for related works during the three consecutive financial years, ending 31.03.2018 should be at least Rs. 10 lakh.
  - (b) Experience of having successfully completed similar works during the last three years ending 31.03.2018
- 2.3 Definition of Similar Work: Experience of Designing, Supplying & Installing Vertical Garden Panel and supplying & displaying potted plants for Govt., Semi Govt., PSUs and large private sector companies. Vertical garden work shall be essential component of the similar work experience for deciding eligibility of the bidder. Therefore the firms who do not have experience of vertical garden work will not be eligible.
- 2.4 Eligibility of the bidder will be solely evaluated on the basis of documents submitted by

them in support of Eligibility Criteria required at Clause 2.2 & 2.3 above

- (a) The bidders are required to necessarily submit documents showing similar work experience certificate and balance sheet, Loss & Profit A/c statements or certificate from chartered accountant in support of their financial turnover during the three consecutive Financial Years i.e. 2015-2016, 2016-2017 and 2017-2018. Please note that if work experience and financial turn - over documents as mentioned above are not found with the technical bid, the bid may be taken as non-responsive and CGST, PUNE-I COMMISSIONERATE may straight away reject the bid without seeking any further clarification / document or intimation to the bidder.

### 3. Earnest Money Deposit (EMD)

The Bidder shall Furnish EMD of Rs. **7000/-** (*Seven thousand only*) along with the tender in the shape of demand draft in favour of Principal Commissioner, Pune I **GST Commissionerate.**” payable at Pune. Alternatively, EMD can also be paid through NEFT. The Bank A/c details in which EMD can be paid is given hereunder. EMD shall be returned to the bidders after award of the work. The tender not accompanied with requisite amount of EMD shall be rejected. No interest will be paid on EMD. EMD exemption will be applicable to MSME firms as per rules.

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### 4. Site Visit:

- 4.1 The bidders are advised to acquaint themselves with the job work, visit the site & examine site conditions, climatic conditions, labor, power, material availability, transport and communication facilities, environmental regulations, laws and byelaws of statutory, local bodies and the Govt. of India and collect all information that will be necessary for preparing the bid and entering into a contract.

The cost of visiting the site and collecting information for the purpose of submission of the bid shall be to the bidder's account.

The bidder and any of his personnel or agents will be granted permission by CGST, PUNE-I COMMISSIONERATE to enter upon the site for the purpose of such inspection.

- Similar work experience certificates in support of fulfilling the eligibility criteria, by the bidder. Experience of vertical garden work should be clearly mentioned in the **experience certificate as it is** essential requirement.
- Balance sheet and Profit & Loss Account of the company for the three consecutive financial years (2015-2016, 2016-2017 and 2017-2018) or certificate from C.A. to this effect.
- A copy of tender document duly signed and stamped by the bidder as a token of

acceptance of terms & conditions and Bill of Quantities (BOQ) of the tender (Page No. 1 to 19)

## 5. Opening of Bids/ Tenders

The bids (Technical Bids) will be opened on the due date & time by Bid Opening Committee. EMD envelope will be opened first. If EMD is not paid by the bidder, his bid will be rejected straight away.

## 6. Evaluation & Award of work:

6.1 The bids will be evaluated as per the Eligibility criteria given at Clause -2 above. The bids which are found to be fulfilling the eligibility criteria shall only be considered for opening of Price-Bids. Price Bids of ineligible bidders will not be opened. CGST, PUNE-I COMMISSIONERATE may seek clarifications in the bids from the bidders during the evaluation process. The work will be awarded to the lowest responsive (L-1), evaluated bidder and Work- order will be issued to the agency. CGST, PUNE-I COMMISSIONERATE may like to visit the similar completed works of the successful bidder before considering their bid/ award of work.

6.2 Substantially responsive financial bids will be checked for any arithmetic errors. Arithmetic errors are to be rectified on the basis of the standard procedure as follows:

- a) If there is a difference between the amount of rate in figure and in words of an item, and the total amount is worked out, then the rate which corresponds to the amount worked by the bidder shall be taken as correct.
- b. If the bidder has not worked out the amount of an item, or the same does not correspond with the rates written either in figures or in words, then the rate quoted by him in words shall be taken as correct.
- c. If the rate quoted by the bidder in figures and in words tallies, but the amount is not worked our correctly, the rate quoted by the bidder shall be taken as correct and not the amount.

## 7. Performance Security:

- 7.1 Within 7 days of receipt of work order from CGST, PUNE-I COMMISSIONERATE, the successful firm shall furnish the Performance Security equivalent to 10% of the contract value in the form of Bank Guarantee (from any Nationalized/Scheduled Bank) valid for 60 days beyond expiry of the Defect Liability Period in the format as per Annexure -A or in the form of Demand Draft/ Pay Order / FD in favour of “Principal Commissioner, Pune I GST Commissionerate.” payable at Pune.

7.2 Failure of the bidder to comply with the requirement of contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD and Security Deposit, in which event CGST, PUNE-I COMMISSIONERATE may get the work done at the risk & cost of the Bidder.

8. Contract Agreement:

CGST, PUNE-I COMMISSIONERATE will notify the successful bidder that his tender has been accepted and it will send a work order to the bidder describing the works to be carried out and the same shall be returned duly acknowledged affirmatively by the bidder as a token of acceptance and a contract agreement will be signed between both the parties on the agreement form Annexure-B. The bidder shall present the agreement on appropriate value of stamp paper for signature of CGST, PUNE-I COMMISSIONERATE.

9. Time of Completion:

The work shall be completed within 15 (Fifteen) *days* from the date of issue of work order.

10. Liquidated Damages/ Penalty for Delay:

If the bidder fails to complete the work within the stipulated time or time extended by the Institute (if any), liquidated damages at the rate of 1% per week/ part thereof delay subject to maximum 10% of the total work value shall be deducted/ recovered from the bidder.

11. Specifications:

The materials and plants proposed and supplied for use in the work shall be of requisite specifications as specified in the tender and also, reputed make in the industry. The agency will show proof of purchase of materials from genuine source by presenting material purchase bills/ challans/ Invoices / guarantee cards etc. The supplied plants shall meet the following specifications:

- (i) The plants should be full of fresh and healthy foliage.
- (ii) The plants should be free from insect, pest and disease.
- (iii) The Plant should be healthy and vigorous growth
- (iv) The height of the plants will be measured from top of the pots.
- (v) The plants should be well settled and should not be newly shifted.
- (vi) The plants should be true to the variety.
- vii) The rejected plants, materials should be removed from the site immediately.
- (viii) The Plant should be well established and good spread.

ix) Good earth and manure used for filling the pot/ poly bag free from any inert material and mixed to proper ratio.

(x) Pot used for filling the plants should be proper size good quality and not damaged.

(xi) There should be proper drainage in pots for plants.

xii) All plant should have the tendency of growth and should not be stunted type.

Xiii) There should be no stagnation of water in the pots.

12. Defect Liability Period:

The materials, plants, works of the bidder shall be under 90 (Ninety) *days Defect*

Liability Period (DLP). Defect/ s noticed in the system during the defect liability period shall be rectified by the bidder without any cost to CGST, PUNE-I COMMISSIONERATE. Further if any plant/ s dies or does not grow properly the same shall be replaced by the agency without any cost to CGST, PUNE-I COMMISSIONERATE, failing which the Security Deposit of the Bidder shall be forfeited. The bidder may also be debarred from any future tendering in the Institute.

13. Payment:

Payment will be made after completion of the whole work. The bidder will submit pre - receipted bill and payment shall be made within 30 (Thirty) days from receipt of the bill. TDS will be deducted from the amount payable to the bidder as per rules. No advance payment/ or payment against material supply will be made to the contractor.

14. **Validity of Bid**

Validity of bid shall be 90 (Ninety) days from the last date of submission of the bid.

15. a) **Tools & Tackles:**

All tools, tackles such as welding machines, welding rods, ladders, plate forms, drill/ cutter machine etc. will be arranged by the bidder and their charges will be deemed to be included in the quoted rates, no extra payment shall be made for the same.

**b) Water & Electricity:**

Water & Electricity will be provided free of cost by CGST, PUNE-I COMMISSIONERATE, at one point near the work place, from where bidder will make arrangement of pipes, cables, power plugs, sockets etc. to extend the same to the work place. A water point will be provided near the garden panel, water for irrigation system of vertical panel can be taped from this point.

**Disputes:**

If any dispute or difference of any kind, whatsoever, shall arise between CGST, PUNE-I COMMISSIONERATE and the Bidder, in connection with or arising out of the Contract, or the execution of the works, whether during the progress of the works or after their completion and whether before or after the termination, abandonment or breach of the contract, it shall, be settled under the Indian Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause. Such arbitration shall be settled by Sole arbitrator who shall be appointed by Principal Commissioner, CGST, PUNE-I COMMISSIONERATE. The arbitration shall take place in Pune unless both parties agree otherwise.

**16. CHECK LIST FOR TECHNO COMMERCIAL BID**

(Envelope No. 1)

Sr.No.	Documents	Details of attached document	Attached Yes/No
1	EMD in the shape of Demand Draft(DD) Rs. 7,000/- or NEFT receipt/acknowledgement		



	of Bank		
2	Work experience as per Clause 2, Eligibility Criteria		
3	Financial Turnover, Balance Sheets, Profit & Loss A/c or Certificate from CA for turn over during F.Y, 2015-16 2016-17 2017-2018		
4	Average Financial Turnover		
5	Signed & sealed tender document page no.		

17. Particulars of bidders:

The following details of the bidder are necessary for linking on Central Procurement Portal etc. as per Govt. of India orders. The details may be filled

1.	Name of Company/ firm/ agency with full address	
2.	Name of Contact Person	
3.	Mobile No.	
4.	Land Line Telephone No. 5. E-mail address	

19. Right to accept or reject the Tender:

CGST, PUNE-I COMMISSIONERATE reserves the right to accept or reject any or all the tenders without assigning any reason thereof.



**OFFICE OF THE PRINCIPAL COMMISSIONER, PUNE-I GST COMMISSIONERATE**

**GST BHAVAN (ICE HOUSE), 41/A, SASSOON ROAD, PUNE - 411 001**

Tender No. I/22-36/L&B/Swachhata/18

Name of work: Tender for "Designing, Supplying & Installing Vertical Garden Panels and, at GST Bhavan, Pune.

Sl. No.	Description of Item	Unit	Quantity
1.	<p>Designing, Supply &amp; Installation and maintenance of Vertical Garden Panel complete work.</p> <ul style="list-style-type: none"><li>• Main frame will be made/ fabricated with Mild Steel (MS) hollow square tube of 1" having 16-gauge thickness. The panel will be fixed into the wall/ ground/ railing with the help of dash fasteners/ welding etc.</li><li>• Complete frame will be painted with Epoxy Paint to give neat finish. Vertical Wall Panel and pots:<ul style="list-style-type: none"><li>• Vertical wall panels along with the pots would be fixed on the above mentioned frame with the help of suitable size screws</li><li>• Size of each panel will be approx. 18" X 6"</li><li>• Depth of each pot will be approx. 4.5" to 5"</li></ul></li></ul> <p>Drip Irrigation:</p> <ul style="list-style-type: none"><li>• 16 mm irrigation pipe or pipe size as per design would be installed along with the nozzles/ drips.</li></ul> <p>Pot Mixture:</p> <ul style="list-style-type: none"><li>• The pots will be filled with engineered soil / growing media consisting of cocopit, perlite, vermiculite and compost etc..</li><li>• All the pots would be supplied with geo textile, before filling engineered soil mixture.</li></ul> <p>Plants:</p> <ul style="list-style-type: none"><li>• Healthy &amp; disease free shade loving plants which would suit the climate, aesthetics of the site and the environment would be planted</li></ul> <p>Automatic Irrigation System with panel &amp; electrical wiring etc.</p> <ul style="list-style-type: none"><li>• Automated irrigation system which will water the plants at set interval as and when required would be supplied &amp; installed.</li><li>• Make: Rain Bird or equivalent reputed make.</li></ul> <p>Replacement Liability of plants:</p> <ul style="list-style-type: none"><li>• During maintenance period of one year, dead or slow growing plants will be replaced by the agency without any cost to CGST, PUNE-I COMMISSIONERATE. The agency will share.</li></ul>	Sft.	400

necessary information and impart training to CGST, PUNE-I COMMISSIONERATE's gardeners for maintaining the plants after Defect Liability Period.

*Stamp of bidder with signature of authorized signatory*

**OFFICE OF THE PRINCIPAL COMMISSIONER, CENTRAL GST PUNE – I  
COMMISSIONERATE, ICE HOUSE, 41/A, SASSOON ROAD, PUNE – 411 001**

**PRICE BID**

Tender No. . I/2236/L&B/Swachhata/18

Name of work: Tender for “Designing, Supplying & Installing Vertical  
Garden Panels at GST BHAVAN, Pune.

Sl. No.	Description of items	Unit	Rate(in figure and words)	Amount(in words)
1	<p><b>Designing, Supply &amp; Installation and maintenance of Vertical Garden Panel complete work</b></p> <p>a. Main frame will be made/fabricated with Mild Steel(MS) hollow square tube of 1” having 16-gauge thickness. The panel will be fixed into the wall/ground/ railing with the help of dash fasteners/ welding etc. Complete frame will be painted with Epoxy Paint to give neat finish.</p> <p><b>Vertical Wall Panel and pots:</b></p> <p>a. Vertical wall panels along with the pots would be fixed on the above mentioned frame with the help of suitable size screws b.Size of each panel will be approx. 18” * 6” c.Depth of each pot will be approx. 4.5” to 5”</p> <p><b>Drip Irrigation:</b></p> <p>a.16 mm irrigation pipe or pipe size as per design would be installed along with the nozzles/ drips.</p> <p><b>Pot Mixture:</b></p> <p>a.The pots will be filled with engineered soil/ growing media consisting of cocopit, perlite, vermiculite and compost etc.</p>			

<p>b.All the pots would be supplied with geo textile, before filling engineered soil mixture.</p> <p><b>Plants:</b></p> <p>a.Healthy &amp; disease free shade loving plants which would suit the climate, aesthetics of the site and the environment would be planted.</p> <p><b>Automatic Irrigation system with panel &amp; electrical wiring etc.</b></p> <p>a.Automated irrigation system which will water the plants at set interval as and when required would be supplied and installed.</p> <p>b.Make: Rain Bird or equivalent reputed make.</p> <p><b>Replacement Liability of plants:</b></p> <p>a.During maintenance period of 90 days, dead or slow growing plants will be replaced by the agency without any cost to NIB. The agency will share necessary information and impart training to NIB’s gardeners for maintaining the plants after Defect Liability Period.</p>				
Total				
Goods & Service tax@	and amount Rs.			
Total amount with Goods & Service Tax				

- i. Validity of Bid shall be 90 days from the last date of submission of the bid.
- ii. Good and Service tax not specified in Price-Bid will be treated as inclusive and basic rate will be calculated by reverse calculation i.e. by taking the rate inclusive of GST. Any vague term such as “as applicable”/ “as per rules” will not be accepted.

Stamp of bidder with signature of authorized signatory

*National Institute of Biologicals (NIB)*