

GOVERNMENT OF ODISHA
INFORMATION AND PUBLIC RELATIONS DEPARTMENT

No-CIV-11/16 10858 /IPR, Bhubaneswar Dt. 05.12.17
TENDER CALL NOTICE

Sealed Tenders are invited from the local intending Farms/Agencies having sufficient experience to take up the maintenance work of the Lawn and Garden of Lok Sampark Bhawan, Inf. & P.R. Department. The Farm should be registered under GST, Employees Provident Fund organisation and Employees State Insurance Corporation. The Farm should submit the tender as per the Tender Paper which is available in Govt. website (www.odisha.gov.in). The cost of the following work per month should be clearly mentioned.

1. Maintenance of the Garden/Lawn in the premises of Lok Sampark Bhawan, Inf. & P.R. Department approximate area of 23,600 Sq. Ft., which includes 800 Sq. Ft. Of flower bed approximately.
2. Maintenance includes irrigation, mowing of Lawn at regular intervals, dressing twice a year, removal of weeds, manuring, stacking, trimming...etc. of existing plants including the existing potted plants, planting and maintaining the existing flower bed with seasonal flowers throughout the year without any interruption.
3. Application of required fungicide, pesticide for protection against the diseases and pests.
4. Engagement of 3 Gardener is compulsory.
5. Plantation of seasonal flower plants and supply of Potted Flower Plants three times in a year as per requirement.

Intending Farms may make physical verification of the Lawn/Garden far gaining firsthand knowledge on the requirement of number and kind of seasonal flower plants & other allied materials before offering their bids.

The selected Farm/Agency are required to sign an agreement with Govt. as per the terms and conditions to be finalised by Inf. & P.R. Department. All the payments will be made as per the Finance Department circular.

The Tender paper should be submitted along with E.M.D. of Rs. 5,000/- (Rupees Five Thousand) only in shape of Demand Draft from any Nationalised Bank in favour of the D.D.O., Inf. & P.R. Department with following documents.

1. Copy of PAN Card.
2. Copy of GST Registration Certificate.
3. Copy of Registration Certificate under EPF.
4. Copy of Registration Certificate under ESI.
5. Experience Certificate if, any.

The last date of the Tender Paper is 03:00 PM on 27.12.17 and the same will be opened on the same date at 4:00 PM in the Conference Hall of Inf. & P.R. Department in presence of the Tenderers or their authorised representatives.

The authority of Inf. & P.R. Department deserves the right to reject any or the entire process without assigning any reason thereof.


DIRECTOR

Memo No. 10859 /IPR, Bhubaneswar Dt. 05.12.17 Inf. & P.R. Department

Copy forwarded to the Deputy Secretary to Govt. (Advt.), Inf. & P.R. Department for information and necessary action. He is requested to publish the Notice in Two leading Odia dailies by 06.12.17. The approximate cost of the work is more than Rs. 2.50 Lakh.

Memo No. 10860 /IPR, Bhubaneswar Dt. 05.12.17 Joint Secretary to Govt.

Copy forwarded to P.S. to Commissioner-cum-Secretary to Govt./ P.A. to Director, Inf. & P.R. Department for favour of information of Commissioner-cum-Secretary/ Director.

Memo No. 10861 /IPR, Bhubaneswar Dt. 05.12.17 Joint Secretary to Govt.

Copy along with copy of the Tender Paper forwarded to the State Portal Group, NIC, Secretariat/ System Analyst, Inf. & P.R. Department for information and necessary action. They are requested to hoist the Notice in the website of Inf. & P.R. Department.


Joint Secretary to Govt.

**TENDER PAPER FOR SELECTION OF A FIRM / AGENCY FOR MAINTENANCE OF GARDEN OF
LOK SAMPARK BHAWAN, UNIT-V, BHUBANESWAR**

Sl. No.	Name of the Work	Rate in Rs.
01	Maintenance of garden in the premises of Lok Sampark Bhawan approx. Area 23600 Sq.ft. which includes 800Sq.ft. of Flower bed including irrigation, mowing of lawn at regular intervals, dressing twice a year etc by engaging 3 gardeners per day Rate should be tendered per month.	
02	Plantation of seasonal Flower plants as per requirement	
03	Applications of Fertilisers and pesticides for protection of the plants as per requirement	
	Total	
	GST	
	Grand Total	

Signature with seal of the Bidder