

Government of India  
Ministry of Earth Sciences  
NCMRWF

...

A-50, Sector 62, Noida-201309

Dated April , 2020

**Sub: E-Tender for providing maintenance to Horticulture, Gardening at NCMRWF, Noida**

National Centre for Medium Range Weather Forecasting (NCMRWF), A-50, Sector-62, Noida (U.P.) a subordinate office under Administrative Control of Ministry of Earth Sciences invites e- tender (in two bid system) for "PROVIDING MAINTENANCE TO HORTICULTURE AND GARDENING" from recognized contractors/reputed agencies providing horticulture services in Govt/PSUs/Big MNCs etc. The details of terms and conditions are at **Annexure-I**, schedule of work/ Specifications, **Annexure-II** Financial Bid and **Annexure-III** Technical bid is placed. The approximate area of Gardening, Horticulture is 24,000 Sq. Meter. The bidders are instructed to go through Tender form (line by line) thoroughly before quoting their rates.

The purpose of horticulture work is that the whole office premise must look rich with lush green lawns and parks and beautiful flowers so as to provide an excellent ambience of work-environment and at the same time makes the office premises environmental friendly and to make a good impression on the visitors and public who visit here for various purposes.

The bidders are required to visit NCMRWF campus to see the garden/site and to assess the quantum of work involved before submitting the tender. Once the tender is submitted, it will be presumed that the bidder has seen and understood the complete work involved. The bidder will have to develop and maintain the horticulture/gardening of NCMRWF, so as to give a pleasing environment.

**IMPORTANT: PLEASE READ CAREFULLY BEFORE FILLINGUP TENDER**

1. Please refer to scope of work at para 1.12 carefully. Please bid for the tender only if you can undertake the work given under this para.
2. Minimum manpower required would be 7(seven) Nos. of trained Malis and 1(one) Senior Mali/Supervisor to carry out the work of horticulture services at NCMRWF.
3. Successful bidder will have to provide all the manures, fertilizers, insecticides, pesticides, flowers & seeding, hedge, grass cover etc. No additional payment will given for above items.
4. Payment will be made after deducting applicable TDS.

**Head (NCMRWF) reserves the right to reject all tenders & cancel the tender without assigning any reasons.**

**( Manoj Gupta )  
Director(A&E)**

**Enclosures:** As above

1. Annexure-I (Terms and conditions)
2. Annexure-II (Schedule of work/Specification)
3. Annexure-III (Technical bid)

## Annexure-I

E-tender, in two bids system (Technical & Financial) are invited by the Head, NCMRWF, Ministry of Earth Sciences, A-50, Sector-62, NOIDA from reputed firms through e-tendering for award of contract for a period of one year for Horticulture/Gardening services, including supply of materials like manure, fertilizer, quality insecticides at NCMRWF office complex at A-50, Sector-62, NOIDA. The tender documents, duly filled in and complete in all respect should be downloaded from the website of [eprocure.gov.in](http://eprocure.gov.in) 'instructions for online bid submission'. Various activities in e-tendering will be done as per schedule given below:-

### CRITICAL DATE SHEET

Published Date	7.4.2020 (4.00 P.M..)
Bid Document Download/Submission Start Date	7.4.2020 (4.00.P.M..)
Bid Document Download/Submission End Date	22.4.2020 (11.30 AM)
Date and time of opening of technical bid	23.4.2020 (11.30 AM)
Performance security @ 5%	Of the total value of contract for one year which will be valid for 60 days beyond the expiry of the contractual obligations.

Tender cost of Rs. 500/- should be paid in the form of demand draft drawn in favour of DDO, NCMRWF payable at New Delhi. Tender document can be downloaded from the NCMRWF website [www.ncmrwf.gov.in](http://www.ncmrwf.gov.in). & [www.eprocure.gov.in](http://www.eprocure.gov.in) the tenderer will also have to deposit **Rs. 36,000/- (Rupees Thirty six thousand only)** towards EMD in the shape of DD/Bank Guarantee drawn in favour of DDO, NCMRWF, New Delhi along with their technical bid. The copies of the EMD & tender fee should be submitted online in the e-procure portal.

**1.1 SUBMISSION & OPENING OF TENDERS:** The e-tender in two bid system (Technical and financial bids) will be submitted online as given in the instruction for online bid submission. Technical Bids will be opened on i.e. 23.4.2020 at 11:30 AM in the presence of bidders or their authorized representatives who wish to be present at their own cost. Financial Bids will be opened at a subsequent date only in respect of those bidders who qualify technically, which will be uploaded on the website. No Tender shall be accepted after the due date and time.

All offers should be valid for **180 days** from the opening bid and after the finalization of the contract the rates shall be valid for entire period unless otherwise specially mentioned.

### **1.2 INSTRUCTIONS TO THE BIDDER**

i) Tenderer are requested to submit their quotations /rates /individual job basis, for per month basis (kindly refer to Annexure-II).

ii) Price quoted should be in Indian Currency and should be inclusive of all charges. In no case any enhancement in approved rate will be entertained by NCMRWF during the currency period of AMC. Tenders not complete in this respect are liable to be ignored. Technical bids along with copy of EMD etc. should be uploaded to e-procure site while financial bids.

iii) The technical bid should contain the technical documents (i.e. Annexure-III duly filled in), EMD, other documentary proof etc. duly signed and scanned.

iv) The financial bid (Second cover) containing the Rates (i.e. Annexure-II duly filled in) duly filed in the excel (.xls) format may upload.

The financial bid would also be opened at a subsequent date after evaluation of the technical documents. The lowest bidder who meets the eligibility criteria will be awarded the contract. The detailed procedure for uploading is Instruction for Online Bid Submission.

The bidders shall, wherever, called upon to do so, give full information with reference to the services in hand and shall also permit the nominated officer of NCMRWF to inspect the premises of the bidders at all reasonable times and shall give full assistance and information as may be required by him in connection with the contract.

**(i) Notice on behalf of service provider:** Notice on behalf of the service provider, in connection with contract, may be given by any officer referred to the clause(s) dealing with the contract.

**(ii) Validity of contract:** The contract, if awarded, will be **for one year from the date of award**. However, on failure on this aspect by the contractor, the NCMRWF shall have the right to terminate the contract forthwith in addition to forfeiting the Performance Security amount deposited by the contractor and initiating administrative actions for black listing, etc at the sole discretion of the NCMRWF but without prejudice to any other right of the centre. The contract may be extended by one year subject to satisfactory performance on the same rates, terms and conditions.

**(iii) Responsibility for executing Contract:** The contractor is to be entirely responsible for the execution of the contract in all respect in accordance with the terms and conditions as specified in the acceptance of tender.

**(iv)** The contractor shall not sublet transfer or assign the contract or any part thereof. In the event of the contractor contravening this condition, the NCMRWF, Noida will be entitled to place the contract elsewhere on the contractors account at his risk. The contractor shall be liable for any loss or damage, which the Head NCMRWF, Noida may sustain in consequence or arising out of such replacing of the contract.

**(v) Performance Security:** On acceptance of the tender, contractor shall within the period specified by the NCMRWF deposit as performance security, a sum

equivalent to 5% of the tender value of the contract for one year valid beyond 60 days of all contractual obligations. NCMRWF shall be entitled to forfeit performance security in case of any default on the part of contractor. The security shall be in the form of Demand Draft in favour of **DDO, NCMRWF Payable at New Delhi**.

- (vi)** If the contractor is called upon by the NCMRWF to deposit performance security and the contractor fails to provide the performance security deposit within the period specified, such failure will constitute a breach of the contract and the NCMRWF shall be entitled to make other arrangements at the risk and expenses of the contractor and the EMD deposited would be forfeited.
- (vii)** On due performance and completion of the contract in all respect, the performance Security Deposit will be returned to the contractor without any interest subject to receipt of all items by NCMRWF in good condition and other property belonging to the NCMRWF, which may have been issued to the contractor.
- (viii)** **Insolvency and breach of contract:** NCMRWF Noida, may at any time by notice in writing summarily terminate the contract without compensation to the contractor in the following events, that is to say that:-

In case, the contractor becomes insolvent or any proceedings for solvency are commenced against him/her this Institution may terminate the contract without any compensation to the contractor.

### **1.3 Statutory obligation:**

- (i) The contractor shall fully comply with all the applicable laws/rules and regulations relating to Contract Labour (Regulation and Obligation) Act 1970 and Contract Labour (Regulation & Obligation) Central Rule 1971, Provident Fund Act including the payment of PF contribution, payment of Bonus Act, Minimum Wages Act, Workmen Compensation Act, ESI Act, Essential Commodities Act, Migrant Labour Act and/ or such other Act passed by the Central, State, Municipal or local govt. agency including TDS as per Income Tax act applicable from time to time.
- (ii) The contractor shall be responsible for (i) proper maintenance of all registers and records. Bidder shall make regular and full payment of labour charges/salaries and other payments as per labour laws under Minimum Wages Act and payment of wages to their workman deputed for the work and furnish necessary records as and when asked for.

- 1.4 Arbitration:** All disputes and differences arising out or in any way touching or concerning this agreement (except those the decision whereof is otherwise herein before provided for) shall be referred to the sole arbitration of any such appointment that the Secretary/Joint Secretary (A), MoES may make. There will be no objection to any such appointment that the arbitrator so appointed is a Government servant, that he had to deal with matters to which this indenture relates or that in the course of his duties as such Government servant, he has expressed view on all or any of the matters in dispute or differences. The award of the arbitrator so appointed shall be final and binding on the parties to the agreement. Further, if any dispute is to be referred to the courts, the jurisdiction of the same shall be at Noida/Delhi.

- 1.5 The Competent Authority reserves the right to reject any or all tender without assigning any reason whatsoever.
- 1.6 The Competent Authority reserves the right to award any or part or full contract to any successful agency (ies) at its discretion and this will be binding on the tenderer.
- 1.7 In case of failure to comply with the provision of the terms and conditions mentioned in this tender document, by the agency that has been awarded the contract, the Competent Authority of NCMRWF reserves the right to award the contract to the next higher tenderer or outside agency and the difference of price will be recovered from the defaulter agency who has been awarded the initial contract and this will be binding on the tenderer.
- 1.8 **Assistance to contractor:** The contractor shall not be entitled to assistance either, in the procurement of raw materials required for the fulfillment of the contract or in the securing of transport facilities.
- 1.9 The agency shall be responsible for beautification and proper maintenance of horticultural gardens, within the NCMRWF complex including new plantations of trees and saplings, time to time.

**1.10 Penalty Clause:**

The Contractor during the contract shall be responsible to maintain the complete area to be maintained as per Annexure –II in good working condition by maintaining minimum uptime 95%, which shall be calculated for each individual scope of work. The uptime shall be calculated on monthly basis and proportionate deductions shall be made from the payment to be made to the Contractor for the correspondence month for which an uptime of 95% could not be maintained. The deduction shall be as follows:

S. No	Performance	Deductions
i)	95 – 100%	No deduction
ii)	80 – 95%	10% of the total value of the Monthly bill
iii)	70 – 80%	20% of the total value of the Monthly bill
iv)	Below 70%	30% of the total value of the Monthly bill

For example in case of Serial No. 1, the area to be maintained as per detail scope of work is 3 acres. In any particular month the area to be mentioned should not be less than 2.85 acres. Otherwise the penalty shall be calculated as follows:-

S. No	Work/Area	Uptime	Deductions
i)	2.85 acres-3 acres	95 – 100%	No deduction
ii)	2.4 acres to 2.85 acres	80 – 95%	10% of the total value of the Monthly bill
iii)	2.1 acres to 2.4 acres	70 – 80%	20% of the total value of the Monthly bill
iv)	Less than 2.1 acres	Below 70%	30% of the total value of the Monthly bill

Note: (a) No complaints should remain pending for more than 24 hrs., however these need to be attended immediately without loss of time.

(b) Non-availability of tools and plants/machinery any other reasons shall not be acceptable under any circumstances and will attract penalty, as applicable.

#### **1.11 ELIGIBILITY CONDITIONS :-**

- (i) The Tenderers may enclose proof of providing horticulture services in Govt/PSUs/Big MNCs. They should be providing horticulture services to reputed Public /Private organizations.
- (ii) The bidder should have a permanent place of business in NCT/NCR of Delhi. The complete Postal Address, Telephone / Mobile / Fax / E-mail address, etc. should be provided by the bidder, while submitting the complete tender form.
- (iii) The bidder should have executed similar work in the preceding three financial years ending on 31<sup>st</sup> March, 2019 in providing horticulture services
  - a) At least one work of value 12 lakhs
  - b) At least two works of 9 lakhs
  - c) At least three works of 6 lakhs.

Similar work shall mean horticulture/landscaping.

- iv) Bidder should visit and inspect the area to be maintained and /or developed, i.e. the whole NCMRWF complex, before submitting quotation.

#### **1.12 Scope of Work:**

- (i) The maintenance of lawn includes, weeding, trimming and pruning of grass by mowing with grass cutting machines, top dressing, using of manure, fertilizers, spraying of insecticides, pesticides, fungicides, weedicides, sweeping and watering etc and patch work by planting the doob grass where dead. **All the materials like manure, fertilizer, quality insecticides etc have to be supplied by contractor.**
- (ii) The maintenance of trees, shrubs and creepers include the maintenance of all trees, shrubs and creepers by their manuring, watering hoeing, pruning and trimming,

replacement of old dead one by new one and to ensure enough supply of air and water. Circular kiaries around the tree trunk are to be prepared. The creepers across wall are to provided support by rope and other trees and shrubs by bamboo sticks as required.

- (iii) The maintenance of hedges includes their watering, hoeing of channels, pruning and trimming and replacing old and dead plants by planting the new saplings/cuttings rooted cuttings. All the flower sappling, seeds etc for seasonal plant & flower have to be supplied by contractor.
- (iv) The development of new grass, shrubs, trees, flowery plants etc. as required by NCMRWF.
- (v) The normal working hours shall be 8 hours a day i.e. 9 A.M. to 5.30 P.M. with half hour lunch break from 1. P.M. to 1.30 .P.M.(for six days a week). Absentee less than the minimum manpower shall attract a penalty of **Rs. 500 per day** per person. The penalty for absentees/or not providing substitute shall be imposed on contractor/firm and not to be deducted from the payment due to the worker.

Misbehaviour like quarrelling, abusing etc. Between the staff employed by the agency, causing disturbance in the premises will attract penalty of **Rs. 500/ -per occasion** with removal of staff.

- (vi) The Contractor shall supply 2 sets of uniform and one set of safety footwear which consists of safety shoes, socks (minimum two pairs) within a month of award of contact and a fresh set shall be issued by Contractor, if the contact is renewed beyond one year by the 13th month if renewed for 2nd year. Non wearing of uniform and I-card will attract a penalty of **Rs. 100 per day per person**.
- (vii) The contractor shall have to arrange all tools and plant and other stock items required for the proper development and maintenance of garden features. Repair cost of tools and plant items shall be borne by the contractor and nothing shall be paid extra on this account.

viii) **General maintenance:**

The maintenance shall include watering, manuring, fertilising, plant protection from pests and diseases, sweeping, weeding, mowing and disposal of garden refuse, cultivation and cutting of edges, pruning and clipping of hedges, Rose bushes etc. and tacking, preparation and planting of seasonal flowers, minor repair works and necessary for the proper growth for garden features and maintaining them in proper standard of maintenance.

This includes but is not limited to the following:-

**(a) Cultivation:** - Regular weeding, cutting edges of lawn and flower beds, ground covers, making basins of tree pits and hoeing to be done periodically.

**(b) Seasonal flower:** - The existing flower beds to be maintained with minor alternation (if required) by planting summer & winter seasonal flower. Seed/seedlings would be provided by the contractor 2 times in a year with consent of office- in –charge of NCMRWF.



**(c) New Plantation:** - Supply and Planting of ornamental plants in pots in the campus. The liability of the contractor for the plantation will be for the complete duration of the contract and any mortality will have to be replaced by the contractor at his cost immediately on its occurrence.

**(d) Fallen trees and waste wood:** - Removal from NCMRWF campus and disposal to proper place of fallen trees and waste wood by the contractor within a week of occurrence. The tendered value of the material will be set off against the bills to be paid to the contractor.

**(e) Repair and Replacement:** - The contractor shall carry out all minor repairs to garden features damaged due to digging in the area, natural calamity or any other reason.

**(f) Irrigation:-** Daily adequate watering of all garden features with hose pipe or sprinkler system in different areas should be done regularly. The contractor must ensure that unnecessary wastage of water does not occur at any time and must protect the irrigation fitting/hydrant etc. Any damage to existing irrigation system due to negligence of his staff will have to be made good by the contractor at his cost. However water shall be made available free of cost by NCMRWF.

**(g) Fertilizer:** - Manure and Fertilizers specified shall be applied by the contractor as required and under the direction of the officer in-charge.

**(h) Plant Protection:** - Periodic checks to be carried out for pests and diseases. In the event of infestation prompt spraying of appropriate pesticides, insecticides and fungicides will be required for eradication of the same. Pesticides, insecticides and fungicides will be supplied by the contractor.

**(i) Sweeping:-**The following daily operation is envisaged. Light garden sweeping, Removal and disposal of garden refuse, cut grass. No grass or refuse or garbage to be left overnight in the garden areas and the campus.

**(j) Mowing:** - Lawn mowing to take place at regular interval of 10-15 days in a month or as per the direction of officer-in-charge to give neat, clean, tidy and even look.

**(k) Pruning:** - Clipping and training of hedges and edges, trimming of shrub plants, trees, creepers and bougainvillea's etc. at regular intervals, stacking of plants whenever and wherever required.

**(l) Nursery:-**In addition to the condition and activities as specified in the schedule of items the plants developed in the nursery shall be provided free of cost to any other agency maintaining or developing any other area within the NCMRWF campus as directed by the officer in-charge. The nursery shall always present a neat and tidy appearance. The security of all plants including potted plants available in nursery shall be the responsibility of the Agency.

**(m) Precautionary Measure:-** The contractor must take all necessary precautions for carrying out the above operations. In the event of any injury/accident to any person (s) the responsibility and liability will be entirely on the contractor.

**(n) The Any area, if added at later stage in future, in any specified items Financial Bid would be maintained under the maintenance on the quoted rates.**

**(o) The contractor is responsible for operating/maintenance of all the Horticulture hydrants for maintenance.**

(p) **Material at site:**-The contractor must ensure that all garden machinery tools/hose pipe etc are removed from the site or kept in hidden places to avoid public view during the office hours.

(q) **Fogging**

Necessary fogging is to be done by fogging machine using insecticide of standard brand in the NCMRWF campus (mainly guest house, barracks & office area) to eliminate insects, mosquitoes etc. This task will be done by the contractor in total 12 occasions in the year (contract period) and the date & time for fogging will be decided by officer incharge. Arrangement of carrier / Tractor trolley/ vehicle for fogging is the responsibility of contractor. The entire work should be carried out as directed by officer incharge.

**DETAILS OF JOBS TO BE CARRIED OUT AS AND WHEN REQUIRED AS UNDER:**

- i) Maintenance of pots plants including shifting of pot plants, watering, painting and arranging of pots plants at designate places etc.
- ii) Circular kiaries around the tree trunk are to be prepared. The creepers across wall are to be provided the support by rope and other trees and shrubs by bamboo sticks as required.

The contractor / agency will be responsible for compliance of all laws, acts and rules made there under, statutory orders issued from time to time in relation to the environment and man-power deployed by them for performance of the job under reference and the NCMRWF will have a right to be indemnified in respect of any consequences resulting from any breach or violation by the contractor of such rules, statutory obligations etc.

- The contractor will be responsible for such conduct of the persons engaged by him in NCMRWF, which will be conducive for maintaining as harmonious atmosphere as expected in NCMRWF and will be responsible for any act & omission of such persons.
- In the event of any violation of laws, rules, statutory provision by the contractor, this will amount to breach of contract and in such case, the Ministry will have the right for terminating the contract, forthwith, without giving any notice or assigning any reason.

**1.14 Payment:** The contractor will be required to submit his bill on monthly basis for the services rendered report duly signed/verified by authorized officials of NCMRWF. The payment will be released by NCMRWF as per the terms & conditions, less deduction at source of Income tax at prevailing rates.

- The rates once accepted by NCMRWF shall remain unaltered throughout the period of contract, including any extended period.
- The agency, while submitting their tender form, shall enclose self attested Photostat copies of experience, trade licence essential for carrying out the activities under reference, licence under Contract Labour Act, and any other documents in support of permission from the Competent Authority for carrying out the activities under reference. Tender form incomplete in any respect and not supported with Earnest Money and such requisite documents, will be rejected by NCMRWF.
- The tenderer will quote the rates in respect of job / services described above in various paras and will fill **Annexure-II** appended herewith.

**Please submit full name & address (of the bidder):**

Date:

Place:

**(SIGNATURE OF THE Bidder)**

**(OFFICE SEAL)**

## Annexure-II

### Financial bid

#### **SCHEDULE OF WORK /SPECIFICATION FOR GARDENING, HORTICULTURE IN NCMRWF COMPLEX**

The tender should quote rates which shall be inclusive of all the charges Viz. Labour (Mali's and Supervisor) Charges ,Input cost, Services Charges, fertilizers, tools and plants and all other materials etc. and other statutory obligation as the case may be.

#### **Schedule of work to be done**

<b>Sl.No.</b>	<b>Description of items</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate</b>	<b>GST</b>	<b>Penalty as per para 1.10</b>	<b>Amount</b>
<b>1.</b>	Maintenance of Lawns by doing all intercultural operation like Weeding mowing, watering, cleaning, Pruning of roses, top dressing, applying Insecticides and pesticides, sowing and Maintenance of seasonal flower beds and other Garden related works as directed by officer in charge.	<b>3 acre</b>	Per acre Per month				
<b>2.</b>	Maintenance of plants/trees by doing intercultural operation i.e. pruning, hoeing, watering, manuring etc. Trees on roadside, Periphery of lawns and other area outside the lawns Area which is not included in lawns.	<b>100 No.</b>	Each per month				
<b>3</b>	Supply of Seasonal flower minimum height 12'' and installation in existing flower pots/including doing Maintenance like intercultural operation like watering, manuring, fencing pruning etc.	<b>400 No. in Aug –Sept 400 No. in Jan-Feb.</b>	Each				
<b>4.</b>	Maintenance of Hedge doing all intercultural operations like, pruning, watering ,hawing, Manuring etc. as directed by officer incharge.	<b>900 meter</b>	Running meter per month				
<b>5.</b>	Maintenance for regular cutting & cleaning of jungles/unwanted grass's/ shrubs /weeds including harmful plant like pantheism etc. entire uncovered land within the NCMRWF complex and gardens, trimming and de-weeding to be done in the entire area with grass.	<b>2 acres</b>	Per acre Per month				
<b>6.</b>	Painting to existing RCC/Earthen pots with exterior paint (size of pots as per available in office)	<b>300 No.</b>	Each				
<b>7.</b>	Supply of RCC flowers pots 18 inch Dia	<b>200 Nos.</b>	Each				
<b>8.</b>	Supply of plants minimum 2 feet height well developed (Bogan villa,	<b>200 No.</b>	Each				

	Hebiscus, Junipress)						
9.	Gobar Khad/Urea to be supplied in Tractor trolley once in each month for use in Maintenance of lawn/Trees.	20 No.	Full tractor trolley				
10	Supply of insecticide/pesticide in 5 litre container once in each month for use in Maintenance of lawn/Trees.	60 litre	Per litre				
11	Supply of Seasonal flower seeds for laying in end of lawns.	200 packets	Each packet				
12	Charges for Electric lawn mover in working condition.	1 No	Per month				
13	Supply of PVC pipe i inch dia for watering the plants/lawn (heavy duty)	120 meter	Lump sum				
14.	Supply of water sprinkler along with stand	3	No.				
15	Charges for petrol operated bush cutter including fuel charges	2 No.	Each per month				
16.	Fogging of complete area using Fogging machine including use of insecticide of standard brand	12 times	Once per month			Rs. 1000/- + recovery of cost for alternate arrangement	

- Once in a year with provision for replacement once, if damaged.

**Note: 1.** Minimum 7 Malis and one Supervisor are to be deployed per day excluding Sunday and Gazetted holiday for carrying out the above job. The cost of same is deemed to be included in above quoted rates.

2. The Malis are to be equipped with all tools and cost of same is deemed to be included in above quoted rates. List of T& P is (Rose cutter, side cutter, Scissors, Hedge cutter, Kulahadi (AXE), darati, Khurpi, Spade, Brooms, Spray machine, Fogging machine, Tokery and Tasla, Talwar, Sprinkler etc is deemed to be included in quoted rates).

3. The items at Sl. No. 13 and 14 will be the property of NCMRWF

In case of the plantation and seasonal flowers dry out within the season(more than 40%) of the total planted, the equivalent percentage of amount would be recovered from the service provider.

Date:

Place:

**(SIGNATURE OF THE BIDDER )**

(OFFICE SEAL)

**ANNEXURE-III****NATIONAL CENTRE FOR MEDIUM RANGE WEATHER FORECASTING**  
Quotations for providing Horticulture/Gardening services at NCMRWF, Noida**TECHNICAL BID FORMAT (DULY SIGNED AND SCANNED DOCUMENTS)**

<b>Sl. NO.</b>	<b>Particulars</b>	
1.	Name of the firm	
2.	Complete Address	
3.	Contact person with designation	
4.	Telephone Number & other contact details	Office _____ Shop _____ Residence _____ FAX _____ E-mail _____
5.	Date of Establishment of Firm	
6.	Name of the Contract person to whom all reference shall be made regarding this tender	
7.	PAN No.	
8.	EPF code No.	
9.	ESI code No.	
10.	GST No.	
11.	Total Numbers of Employees	

12.	Give details of any Government contracts executed during the last twelve months:-	
13.	Any other information which you consider necessary to furnish:-	

**Date**

**Signature and Seal**

**Name**

**Designation**

**Address**

