

No.14014/1/2016-Genl.
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Public Enterprises

Public Enterprises Bhawan,
Block No.14, CGO Complex,
Lodi Road, New Delhi – 110003
Dated the 29th January, 2016

TENDER NOTICE

Subject: Contract for supplying indoor plants in the Department of Public Enterprises.

Department of Public Enterprises intends to invite sealed quotations for awarding contract for supply of indoor plants and their maintenance for a period of one year. The quotations in sealed covers should be submitted to the undersigned at Room No.408, Block No.14, CGO Complex, Lodi Road, New Delhi before 3.00 p.m. on 4th February, 2016 along with the Earnest Money Deposit (EMD) of Rs.5,000/- in the form of Demand Draft/ FDR in favour of the DDO, Department of Public Enterprises. The tender will be opened at 3.30 p.m. on 4th February, 2016 itself. The Department reserves the right to cancel any of all the quotations without assigning any reasons thereof. The list of indoors to be supplied is at Annexure-I for which rates may be quoted. Detailed terms and conditions for supply of decorative foliage plants are as under:-

1. The currency of the contract will be initially for one year which will be extended further, if work/ services are found satisfactory.
2. The contractor will be responsible to provide fresh indoor plants for senior officers and corridors in this Department on requirement basis.
3. The tender is not transferable.
4. The bidder should have previous experience of providing satisfactory services in the field of supply & maintenance of indoor plants, at least two Government Department/ PSUs. Copies of experience certificates are required to be enclosed with the tender.
5. The firm should be registered with Central Board of Excise and Customs for Service Tax. Copy to be enclosed.
6. In the tender offer, the name/kind/size of indoor decorative foliage plant should be clearly indicated along with the rates.
7. TDS will be deducted at source as per rule.
8. No advance payment in any case would be made.
9. The potted decorative indoor plants should be watered/ maintained regularly by the supplier on daily basis so as to ensure beautiful and fresh look. Any violation of this condition would be treated as breach of contract.
10. The indoor plant should be replaced immediately as soon as they outlive their life.
11. The indoor decorative plants supplied should be replaced every month with a different variety.
12. The qualified bidder will have to deposit Rs.5,000/- (Rupees Three Thousand only) in the form of Demand Draft/ FDR in favour of the DDO, Department of Public Enterprises as performance security. The validity of the performance security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. The EMD should be refunded to the successful bidder on receipt of Performance Security.
13. The Department reserves the right to reject any/ all offers without assigning reasons.


(Kalpana Narain)

Director

Tel.No. 011-24360218

Annexure-I

S.No.	Name of Indoor plant	size	Rates per piece (in Rs.)
1.			Rs.