

**Department of Wildlife Protection J&K Government  
Office of the Wildlife Warden Jambu Zoo  
Jammu**

Manda Hills, Near Hotel Ashok Jammu.  
Email: [wljambuzoo@gmail.com](mailto:wljambuzoo@gmail.com)

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**SHORT TERM TENDER NOTICE**

**Tender Notice : e-NIT No.:- 67/WLWJZ of 2022-23 dated: 09-12-2022**

**Plantation and Landscaping works by way of Planting of different varieties of Tree/Plants/Shrubs/Climbers etc at Jambu Zoo**

For and on behalf of the Lt. Governor, Jammu & Kashmir UT, e-tenders are invited from approved and eligible contractors registered with J&K UT Govt. /Central Govt. Organizations for the following works:

S. No.	Description of Work	Approx. cost of work	Earnest Money	Tender Document Fee
1.	Supply and Plantation of trees/plants/shrubs/climbers as per Annexure I and one year Maintenance	Rs. 57,93,841/-	Rs. 1,15,880/-	Rs 1000/-
2.	Maintenance of 47000 sft. of Turf Grass and landscape of Jambu Zoo. (i) Supplying and spraying of available Good Earth, Sand, Manure Sludge, Fertilizers, Watering, Shifting of potted plants in different floors (ii) Application of organic pest & disease control pesticides including prevention of monkey menace related damages etc. by engaging minimum 5 Malis.			

The e-NIT consisting of qualifying information, eligibility criteria, specifications, bill of quantities, (B.O.Q), set of Terms & Conditions of contract and other details can be seen/downloaded from the departmental Website:- <http://jktenders.gov.in>

**Position of funds: JKIDFC. LUP 2545**

**Position of AA** : Accorded vide Order No. 416 of 2022 dated 08-12-2022 of the Office of Chief Wildlife Warden, J&K Govt.

**Position of TS** : Accorded vide Order No. 419 of 2022 dated 09-12-2022 of the Office of Chief Wildlife Warden, J&K Govt.

Publishing Date	<b>09-12-2022</b>
Download Start Date	<b>09-12-2022 from 4:00 PM</b>
Bid Submission Start Date	<b>09-12-2022 from 4:00 PM</b>
Bid submission End Date	<b>17-12-2022 up to 04:00 PM</b>
Date of opening of Technical Bid	<b>19-12-2022 at 12:00 AM</b> <b>(In the Office of Regional Wildlife Warden, Jammu, Manda Hills, Jammu)</b>
Date of opening of Financial (online)	<b>19-12-2022 at 03:00 PM</b> <b>(In the Office of Regional Wildlife Warden, Jammu, Manda Hills, Jammu)</b>

Bid documents can be seen at and download from the website: - <https://jktenders.gov.in>. Bid documents contain qualifying criteria for bidder, specifications, bill of quantities, conditions and other details.


#### **Terms & Conditions:**

1. Bids uploaded must accompany Govt. Treasury Receipt (cost of tender document) in shape of Treasury Challan for the amount shown against the work above to be deposited in Govt. Treasury under Account Head 0406- Forest. The bids for the work shall remain valid for a period of 90 days from the date of opening of bids. The original instruments in respect of cost of documents, Bid Security Declaration on the notarized affidavit and relevant documents of L1 be submitted to the Wildlife Warden Jammu Office at the time of award of contract.
2. Bids uploaded must accompany scan copies of the following:
  - a. Govt. Treasury Receipt (cost of tender document from 09-12-2022 to 17-12-2022) in shape of Treasury Challan for the amount shown against the work above to be deposited in Govt. Treasury under Account Head 0406- Forest, (Challan issued should be after the date of tender publication).
  - b. Earnest Money Deposit (EMD).
  - c. GST Registration and Latest GSTR-3B.
  - d. Registration Form-C (Nature of Business).
  - e. Provident Fund & Employees' State Insurance (ESI) No. (if new agency, it has to submit a certificate of compliance).
  - f. Turnover certificate for last 03 years by CA.
  - g. Latest Income Tax Returns.
  - h. An Affidavit certificate of not being blacklisted by any deptt./ agency
  - i. Copy of PAN



3. The original copies of documents, EMD of Tender Cost and relevant documents be submitted to the tender inviting authority within 07 days after opening of financial bid by L1 bidder, otherwise the tender will be cancelled and the bidder will, not be allowed to participate in any further/future tendering process in the Division for a period of One year.
4. The price bids uploaded on the website in time will be opened after the evaluation of the Technical Bids by the Tender Opening Committee of the Department. The dates of opening price bids as per NIT. The price bids will also be opened in the office of Regional Wildlife Warden, Manda Hills, Jammu.
5. The bids for the work shall remain valid for a period of 90 days from the date of opening of bids if any bidder/ tenderer withdraws his bid/tender before the said period or makes any modifications in the terms and conditions of the bid, the same earnest money shall stand forfeited.
6. The Department shall not be held responsible for selection criteria/policy matter being adopted by the Directorate of Information regarding publishing the e-NIT, in any of the newspaper under circulation
7. The Department will not be responsible for any delay in online submission of the bid due to any reason (Technical or otherwise).
8. The Department shall not be held responsible for selection criteria/policy matter being adopted by the Directorate of Information regarding publishing the e-NIT, in any of the newspaper under circulation
9. The Department will not be responsible for any delay in online submission of the bid due to any reason(Technical or otherwise).
10. The Department shall not be held responsible for selection criteria/policy matter being adopted by the Directorate of Information regarding publishing the e-NIT, in any of the newspaper under circulation.
11. The accepting department however reserves the right to reject any or all the tenders without assigning any reasons thereof.
12. **The quoted rate shall be inclusive of all materials, labour required for carrying out the work, loading & unloading transportation, cost of digging of pits, good earth, cost of vermin-compost/manure, anti-termite (pesticide) and watering etc. importantly shall also include those items which are not specified but required for completion of the work and should include all the taxes, duties & scaffolding, admissible under rules.**
13. The payment shall be released after submission of bills, and the bills will be submitted to JKIDFC for release of payments.
14. Rates quoted should be inclusive of GST and other taxes etc.
15. In case rates quoted by the Contractors gets tied, the decision of the Tender Opening Committee will be final after proper assessment.

16. Parties are requested to make a visit to site & fully acquaint themselves about the site conditions, nature of work to be carried out. The site includes ridges and small hillocks, sideways of road, parks etc.
17. Department reserve the right to accept or reject any or all the offers.


  
Amit Sharma, ACF  
Additional Wildlife Warden  
Jambu Zoo.

NO.: WLW/JZ/1569-73

Dt: 9.12.2022

**Copy submitted to the:**

1. Regional Wildlife Warden Jammu for favour of information please.
2. Joint Director, Information Department, Jammu for favour of information and necessary action with the request that the above notice may kindly be got published in reputed newspapers consecutively for two or three days.
3. Range Officer, Jambu Zoo, Jammu for information and necessary action.
4. Computer Operator, O/o the Chief Wildlife Warden, J&K Govt., to upload the tender on the Official Website.
5. Notice Board.

  
Additional Wildlife Warden  
Jambu Zoo.

**Scope of the work:**

The Bidders shall submit their bids for the following works:

**Tender Notice : e-NIT No.:- 67/WLWJZ of 2022-23 dated: 09-12-2022**

**Plantation and Landscaping works by way of Planting of different varieties of Tree/Plants/Shrubs/Climbers etc at Jambu Zoo**

<b>S. No.</b>	<b>Description of Work</b>	<b>Approx. cost of work</b>	<b>Earnest Money</b>	<b>Tender Document Fee</b>
1.	Supply and Plantation of trees/plants/shrubs/climbers as per Annexure I and one year Maintenance	Rs. 57,93,841/-	Rs. 1,15,880/-	Rs 1000/-
2.	Maintenance of 47000 sft. of Turf Grass and landscape of Jambu Zoo. (i) Supplying and spraying of available Good Earth, Sand, Manure Sludge, Fertilizers, Watering, Shifting of potted plants in different floors (ii) Application of organic pest & disease control pesticides including prevention of monkey menace related damages etc. by engaging minimum 5 Malis.			



- (a) Supply and Plantation of trees/plants/shrubs/climbers as per BOQ and **Maintenance and Mortality replacement for One Year.**
- (b) One Year Maintenance of 79135 sft. 3 No. of Park Turf Grass and landscape of Parks.
- (c) Supplying and spraying of available Good Earth, Sand, Manure Sludge, Fertilizers, Watering, Shifting of potted plants in different sites.
- (d) Application of organic pest & disease control pesticides including prevention of monkey menace related damages etc. by engaging minimum of 5 Malis.
- (e) Planting and maintenance of Annual /seasonal plants on flower beds.
- (f) Consumable materials as and when required for the work, like good earth, manure, fertilizers, insecticides, pesticides, seasonal seeds, seedlings, plants, shrubs etc. will be supplied by the bidder without any extra claim.
- (g) The Bidder will be responsible for managing all necessary machinery, equipments, tools and tackles, hose pipe, land mower (operated by petrol/diesel/kerosene), garden shears, secateurs, sprayers, dusters, weeding hook, brooms, buckets etc as per annexure - II
- (h) For transportation and other gardening operations, the agency has to deploy its own manpower, materials, equipment necessary for carrying out the different operations.
- (i) Watering of plants, flowers, cutting of grass, trimming of plants, removal of creepers from plants/trees, weeding etc., cleaning of leafs from gardens, landscaping, green area of Parks including landscape area allotted.
- (j) Collection and disposal of all leafs from lawn/garden at designated place for composting.
- (k) Submission of Calendar of Activities and proper work schedule and inventory (plans/manure/tools/pesticides) alongwith the tender.
- (l) Keeping/changing of flowers pots especially in the Jambu Zoo etc.
- (m) The gardeners should be physically capable of running the grass cutting machine, bush cutter should be professionally skilled to maintain and look after perennial/seasonal flower and plants.
- (n) Planting and maintenance of Annual flower/seasonal flower beds.

- (o) Bidder should submit plant and material consumption statement duly attested by Additional Wildlife Warden or Range Officers on monthly basis.
  - (p) Any other related work assigned from time to time by the Officer Incharge Jambu Zoo.
  - (q) The agency must insure proper routine maintenance for the items details.
1. The tender document shall contain 2 parts; Part I: Technical bid and Part II: Financial Bid.

**Part – I: Technical Bid:**

(a) The Bidder must fulfill the following technical eligibility conditions:

- i) Bidder must be an approved Service Provider/Bidder who have experience of working with Sports Authority of India, CPWD, Railway, Post & Telegraph Dept, Power Grid, IOC, MES, State PWD, Semi-Govt. Organization, and have successfully carried out at least two similar maintenance works each for last 03 years. The bidder should apply with proof of fulfilling above conditions along with attested copies of Sales Tax registration GST Registration, PAN card, ESI, EPF certificates and work completion certificate while making request for issue of tender documents.
- ii) Bidder must be income tax payee and shall submit attested copies of the Income Tax Returns / Income Tax Assessment Order for the last three years 2019-20, 2020-21 & 2021-22.
- iii) Bidder must have an annual turnover of at least Rs.30.00 lakhs for similar nature of activities during last three financial years i.e. 2019-20, 2020-21 & 2021-22 and attested copies of CA.

(b) The Bidder must fulfill the following criteria as regards providing manpower & equipments for the maintenance operations: -

- (i) Even as the successful bidder shall be obligated to increase/ decrease the strength of personnel within 03 days as per the requirement of Jambu Zoo from time to time during the period of the contract, the initial indicative minimum strength of Supervisors & professional Malis/gardeners shall be as under:-

S.No	Category	Minimum requirement	Desired Qualification/ Experience
1	Supervisor	1	Graduate, preferably B.Sc. Agriculture.
2	Malis / Gardeners	5	Experience of 03 years in this field.

- (ii) The selected agency shall be responsible to manage rotation of staff deployed and arranging leave substitutes to ensure the availability of staff as per minimum requirement as specified in table above, at all points of time.
- (iii) Successful bidder shall ensure/presence of required manpower on all 07 days of the week and the working hours for the bidder employees shall be 0900 hrs to 1700 hrs

## 2. Part – II: Financial bid:

- (i) As per the scope of the work mentioned in the clause No 3 of the NIT.
- (ii) Prices quoted must be firm and F.O.R work site. WCT, Sales Tax, J&K GST, Service Tax or any other tax chargeable at present rates shall be borne by the Bidders **(The quoted rate shall be inclusive of all materials, labour required for carrying out the work, loading & unloading transportation, cost of digging of pits, good earth, cost of vermin-compost/manure, anti-termite (pesticide) and watering etc. importantly shall also include those items which are not specified but required for completion of the work and should include all the taxes, duties & scaffolding, admissible under rules.)**
- (iii) The financial bids of only those bidders shall be opened who qualify as per the eligibility of technical criteria & EMD specified in the NIT.

## 3. **Earnest Money Deposit (EMD):**

The tender must be accompanied with EMD of Rs. 1,15,880/- in the



form of CDR/FDR pledged to Additional Wildlife Warden drawn from any nationalized bank payable at Jammu. There shall be no relaxation/ concession to any Unit/ Agency whatsoever in regard to the amount of EMD to be paid.

Earnest money shall be released in favour of the unsuccessful Bidders(s) at the earliest. The Earnest money of the bidder shall be forfeited to Additional Wildlife Warden without prejudice to any other rights or remedies in view of the following:-

- a. If the bidder withdraws his/her tender during the specified period of tender validity
  - b. If, after acceptance of his tender, the bidder fails to furnish the Security Deposit
  - c. If, after acceptance of his tender, the bidder fails to commence the work within the stipulated time period.
  - d. If, the contract is terminated due to Bidders failure as assessed by Additional Wildlife Warden.
  - e. The tenders received without EMD in the prescribed form shall be rejected.
4. **Period of Validity of Tender:** The tender shall remain valid for 90 days after the date of opening prescribed by Additional Wildlife Warden.
5. The Wildlife Division Jambu Zoo shall be responsible for water / electricity facilities throughout the premises, after two months of allotment of work order, till then the bidder has to provide water.
6. To assist in the examination, evaluation and comparison of bids, the Tendering authority may, at its discretion ask the bidder for the clarification of its bid. The request for clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder; shall be entertained.
7. That the manpower engaged by the bidder shall have to abide by the administrative and disciplinary norms as laid down by the Wildlife Division Jambu Zoo. The bidder shall be required to engage only well trained, disciplined and presentable manpower to carry out the job assigned to it. The bidder shall arrange the accommodation for employees at its own level and at its own cost and no accommodation for stay or rest shall be provided by the Wildlife Division Jambu Zoo.
8. The bidder shall be responsible for storage, watch & ward of his material at his own risk and cost. It is the bidders responsibility to

arrange required space to carry out contract obligations.

9. There shall be no other liability on the part of Wildlife Division Jambu Zoo and all obligations in respect to meeting requirements of Labour Laws, the charges for leave arrangements, expenditure on uniforms, insurance, EPF/PF/CPF/ESI/EDLI etc. shall be the sole liability of the firm. Any amount of claim / compensation on that account, as may be payable, shall be the liability of the firm solely and Wildlife Division Jambu Zoo shall in no way be responsible for any act of omission or commission of the firm with regard to the violation of labour laws or any other law for the time being in force.
10. The Firm shall contribute and deduct equivalent amount towards Provident Fund from the basic wage of each workers provided by the Firm to Wildlife Division Jambu Zoo along with Statutory charges as may be prescribed from time to time. The Wildlife Division Jambu Zoo shall not be liable for any past liability or otherwise and no claim shall be made for the same by the Firm to the Wildlife Division Jambu Zoo in this regard. In addition to above, the Firm shall be under an obligation to produce receipt of EPF/PF/CPF/ESI/EDLI deposit of all the workers provided by firm along with monthly bills submitted by it to Wildlife Division Jambu Zoo..
11. The Firm shall fully comply with all applicable laws, rules and regulation relating to EPF/PF/CPF/ESI/EDLI Act, minimum wages Act, Contract Labour Act, Workmen's Compensation Act and such other Acts or Laws, Regulations passed by Central, State and Local Govt. Agency or Authority from time to time. Nobody below 18 years of age and above 55 years shall be deployed by the firm for any operation/activities.
12. If at any point of time during the work, it is observed that the bidder is not performing the work with due diligence and care and not adhering to instructions of Wildlife Division Jambu Zoo Authorities. The Wildlife Division Jambu Zoo reserves the right to terminate the contract with seven (07) days prior Notice. In such case, the Bidder shall be liable to pay the Wildlife Division Jambu Zoo any extra cost involved for the completion of the said work through any other agency. In case of such termination the security deposit held by the Wildlife Division Jambu Zoo will be forfeited.
13. That firm shall solely be liable for any costs, charges or expenses arising out of any claims or legal proceedings in connection with or relating to its operations / activities under this agreement. The firm shall be liable to indemnify and keep indemnified the Wildlife Division Jambu Zoo against any damages, compensation, costs, charges or expenses arising out of any claims or proceedings relating to its operations / activities.



14. It shall be obligatory for the selected firm to produce character / antecedent verification from Police department in respect of the personnel deployed by the firm, within 45 days of deployment. In case, the firm fails to comply with this requirement, the wages paid in respect of such persons, whose character / antecedents are not verified, shall be deducted from the amount due towards the selected firm. In addition, an appropriate penalty may also be imposed at the sole discretion of the Addl. Wildlife Division.
15. Either party can seek termination of the Contract by giving one month's Notice. However, the bidder **is** bound to continue and discharge his duties, obligations until alternate arrangement is made by the Board as per existing terms and conditions.
16. The **workers** engaged by the bidder will be the employees of the bidder and the Wildlife Division Jambu Zoo (WILDLIFE DIVISION JAMBU ZOO) will not, in any way, be responsible for any liability/compensation on account of accident, injury or death of workers during the contract period.
17. The **Bidder** will be responsible for providing two sets of uniforms (winter and summer) to all the gardeners engaged by him preferably olive green or Khaki dress with name plates and ID card.
18. The **Bidder** shall not in any manner, transfer, assign, let, underlet, change, share the privilege of this contract with any other person or body corporate without express permission in writing of Wildlife Division Jambu Zoo and that to such term & conditions as Wildlife Division Jambu Zoo may deem just and proper.
19. The Wildlife Division Jambu Zoo **reserves** the right to negotiate the quoted rates, terms and conditions with the Lowest Bidder or any of the other Bidder to ascertain the suitability of the acceptable offer, no claim or objection on this account will be entertained.
20. **Inspection of Premises:** The bidders are advised in its own cost and interest to visit and examine the work site before submission of tender. They must obtain all relevant information that may be necessary for preparation of the bid. They may assess the quantum of work, present condition of the stadia, total area of the gardens, water and power supply etc. If any clarification is required, bidders may contact the undersigned on all working days during office hours only. No claim in consequence of any misunderstanding/incorrect information on any of these points on the ground of insufficient description will be allowed.



21. **Security Deposit:**
- i) The successful Bidders(s) shall furnish security deposit equivalent to 2% (two percent) of the value of the contract in the form CDR/FDR from Nationalized / Scheduled Bank pledged to the Wildlife Division Jambu Zoo, Jammu valid upto the end of Maintenance Contract period. Such security deposit shall be furnished prior to signing of agreement.
  - ii) The security deposit will be released within two month from the date of successful completion of contract.
22. **Term of Payment:**
- (a) The payment against agreed amount for the maintenance (lawn, pots, seasonal, annual flower beds etc.) and certified bill(s) of material consumption as per scope of contract shall be released as per actual work done bills after satisfactory completion of planting / maintenance work duly certified by the by the authorities and also obtain the monthly attendance certificate from the concerned Unit head.
  - (b) The approved firm shall submit its bills for payment directly to the Wildlife Warden Jambu Zoo, Wildlife Division along with the attendance statement duly verified by the concerned unit head.
  - (c) The 10% security deposit and the EMD will be released only after one year of plantation and maintenance.
23. **Escalation:**
- No escalation either on material or labour (market or statutory) shall be allowed during the currency of this contract.
24. **Measurement**
- All measurements shall be taken by the Range Officer Wildlife Division Jambu Zoo in the presence of the successful Bidder/ or his authorized representative and shall be jointly signed by both the parties. Payments shall be released against invoice of the Bidder based on the joint measurements recorded as per the terms of payment specified in the order.
25. **Inspection:**
- The Wildlife Division Jambu Zoo Committee to be nominated by Addl. Wildlife Warden, shall inspect the works from time to time to assess whether the works are executed satisfactorily.
26. **Permits & Licenses**
- The Bidder shall obtain all permits and/or licenses, if required, for any part of the work from government (local/Central) Authorities.
27. **Penalty:**
- (a) The licenser will be at liberty to treat the following reasons as violation of agreement deed attracting monetary penalties as per the following details to the licensee on the basis of complaints received from the visitors and verified by its officer to be authorized by the

Additional Wildlife Warden for the purpose and its repetition shall invite cancellation of license. The penalty on complaints shall be imposed for maximum of three times, thereafter the agreement deed shall be liable to cancelled, the security deposit shall be forfeited and the assigned task may be allotted to some other agency

Un-authorized absence of any worker/employee	Rs.500/- per person Rs.1000/- per complaint
Complaint about the misbehaviour of the	
For non-wearing of proper uniforms	Rs.1000/- per instance
Non-maintenance of personal hygiene	Rs. 1000/- per occasion
Poor performance as assessed by designated Wildlife Division Jambu Zoo officials (s)	Rs. 1000/- per occasion
Violation of any terms & conditions mentioned in the License Deed	Rs. 2,000/- per incident

(b) The selected firm shall be obligated to ensure top quality turnout of personnel deployed. The Wildlife Division Jambu Zoo shall carryout surprise checks / inspections in this regard and any slackness / indiscipline / misbehavior / poor turnout / non-obedience of instructions of the concerned unit head shall attract a penalty; at the sole discretion of Addl. Wildlife Warden for of an amount of upto Rs. **1000/-** per incident. In case of number of such incidents being more than a reasonable limit in the opinion of the Wildlife Division Jambu Zoo, the contract shall be liable to be terminated without any notice or payment in due thereof.

(c) That the successful bidder shall make alternate arrangements in case their employees go on strike, if no such arrangements are made by the approved firm, the approved firm is liable to be terminated without notice and the security deposit shall be forfeited.

(d) That approved firm/firms shall ensure that its employees / workforce do not use any eatables / products / articles, which are prohibited by any law, custom or convention or capable of hurting the sentiments of the visitors or any other person and norms prevalent in the Wildlife Division Jambu Zoo. In case any of the your personnel is found violating this clause during duty, a fine @**Rs.5,000/-** per incident shall be charged from the firm, which shall be deducted from the due monthly payments to be made by the Wildlife Division Jambu Zoo.

**28. Right of Wildlife Division Jambu Zoo to deal with Tender:** The right of acceptance of the tender will rest with the Addl. Chief Executive Officer, who does not bind himself to accept the lowest tender, and reserves to himself the authority to reject any or all

tenders received without assigning any reasons whatsoever. Wherever, the tender in which any of the prescribed conditions is not fulfilled or incomplete in any respect is liable to be rejected without assigning the reasons. No correspondence shall be entertained in this regard.

28. **Misleading Information:** If the bidder / bidders deliberately gives/give any wrong information or suppresses any material facts or makes/make false representations in this tender or creates/create circumstances for the acceptance of his/their tender, Wildlife Division Jambu Zoo reserves the right to reject such tender at any stage or cancel the order even after acceptance of the tender at the risk and cost of the bidder / bidders.
29. All disputes and differences between the parties hereto including the interpretation of the terms and conditions herein, any other stipulation of the tender notice or any deed executed hereafter shall be referred to the sole arbitration of the person to be nominated and appointed by the **Chief Wildlife Warden**, J&K Govt. whose decision shall be final and binding upon the parties to this agreement. The place of arbitration shall be at Jammu. The provision of J&K Arbitration and Conciliation Act, 1997 shall apply. Courts at Jammu / Katra / Reasi only shall have the jurisdiction to entertain any legal proceeding arising out of this agreement.
30. **Jurisdiction:**  
All disputes, or difference arising under and out of, in connection with the contract, if concluded, shall be subject to the jurisdiction of Courts at Jammu/ (J&K), India.



## **(Comprehensive Details of Maintenance Works) Annexure-1**

The bidder must ensure proper routine maintenance for following: -

1. **Lawn:** Lawns should be mowed by lawn mower. Weeding being the major work in lawn area special care should be taken to keep the lawn free from weeds. Fertilizers and high analysis organic manure to be applied as needed. All these operations shall be under taken where and when required/ as per schedule.
2. **Annual Bed/ Seasonal Flower Bed:** Before sowing the seedlings, ground should be well prepared having weed based mixture of bulky organic manure and high analysis organic manure. Transplant, diseases free seedlings of 3-4 weeks age, having symmetrical growth. Apply well decomposed organic manure after two weeks of transplantation and repeat at required day's interval.
3. **Hedge/Edge:-** Watering, manuring and weeding along with other intercultural work will be taken up following a need based schedule. Height of hedge and edge should be maintained properly for beautification and developing aesthetic values of the gardens.
4. **Garden:** Pruning of overcrowded and misshapen branches, watering, manuring and weeding along with other intercultural work will be taken up following a need based schedule for developing and maintaining aesthetic values of the rockery.
5. **Trees, Shrubs:** Weeding, soil preparation, manuring, pest controlling, trimming, training etc. as where and when/as per schedule.
6. **Flower Pots:** Clean cultivation, regular feeding, pest controlling, soil preparation, trimming, pruning etc. are to the important maintenance operation to be followed where and when/ as per schedule.

**Annexure- II**

**LIST OF EQUIPMENTS/TOOLS TO BE PROVIDED BY THE  
SUCCESSFUL BIDDER**

<b>S. No.</b>	<b>Particulars</b>	<b>Qty</b>
1.	Lawn Mour electric/ petrol heavy duty	01 Nos.
2.	Spray pump big	01 No.
3.	Electric/ manual hedge cutter	02 Nos.
4.	Weeder Steel	10 Nos.
5.	PVC Pipe 1"	08 Nos. (Bundle)
6.	Wheel Barrow	02 Nos.
7.	Lawn Mour, Manual	01 No.
8.	Pruning cutter small	02 Nos.
9.	Khurpa Long	10 Nos.
10.	Gudnoo (for hoeing)	15 Nos.

**Technical Bid****Pre-Qualification Application Format:**

Name of the Bidder: M/s \_\_\_\_\_

Contact Person's Name \_\_\_\_\_

Mobile No. \_\_\_\_\_

<b>S.No.</b>	<b>Particulars</b>	
1.	<b>Treasury Challan</b>	
1.	Name of the Firm Organization with complete details, including Address (Telephone No. / Contact Mobile No. / Fax No. / E-mail) alongwith brief description of background (The background may be as a separate).	
2.	Date of establishment of the Firm. Details of Registration No. of the firm/ company. Location of Head Office, Regional Office and Branch Office.	
3.	Please specify whether you are submitting you tender as a proprietor of the firm or as a partner of the firm or Director of the Company.	
4.	Name of the Proprietor / Partner / Directors of the tendering firm / Company together with technical qualifications. Organization Charts, Manpower Strength and details of key personnel.	Attached/Not attached
5.	Past experience in the field along with performance certificates (please enclose testimonials / documentary evidence)	Attached/Not attached



6.	Annual turnover in the last three years (2019-20, 2020-21 & 2021-22) as per audited balance sheet, a copy whereof to be enclosed along with profit and loss account statements.	Attached/Not attached
7.	PAN (proof to be enclosed)  ITR statements / Income Tax Assessment Order (for the last 03 years to be enclosed)  Service Tax Registration No.	Attached/Not attached
8.	Detail of EMD (in form of CDR / FDR only)	Amount:  Name of issuing Bank:  Date of issue:
9.	GST No. in the name of the bidder with documentary proof. Latest GSTR-3B	
10.	Duration of validity of Bid	
11.	Does the Bidders owe by himself or by proxy or on behalf of any other person any money / due in connection what so ever to the Wildlife Division Jambu Zoo.	Yes/No
12.	Tender Fee	Wildlife Division Jambu Zoo Receipt No. & date Or  DD No. dated Bank  Payable at
13.	Copy of Certificate of Registration Form c	Attached/Not attached
14.	Any other documents / information required to be provided as per terms and conditions and requirements of the tender document (indicate item wise)	Attached/Not attached
15.	Details of past experience	
16.	Number of Manager/Supervisor deployed by the bidder as on date	

17.	List of qualified and professional manpower already available with the Bidder in all categories	
18.	List of Tools/Machinery to be offered.	
19.	Latest ITR	
20.	Copy of Registration with EPF and ESI	

**(Copies of documentary proof may be furnished where-ever required)**  
**Additional pages may be used, if needed.**

For & on behalf of M/s \_\_\_\_\_,

(Authorized Signatory)

Name: \_\_\_\_\_