

**GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF AGRICULTURE**

Ref.No.123/Agri/Dte/Flower Show/2018

Dt: 04.01.2018

**e- TENDER NOTICE**


On behalf of the President of India, e-tenders are invited by the undersigned towards erection of Temporary civil structures viz., pandal, shadenet, stall partition, barricade arrangements, stage arrangements etc., for the conduct of Farm Fest 2018 –cum-32nd Flower, Vegetable & Fruit Show by the Department of Agriculture at Botanical Garden, Puducherry from the eligible Contractors who have similar experience through e-procurement platform <https://pudutenders.gov.in>. Tenders submitted in any other form will not be accepted.

**Tender Schedule**

Schedule No.	Name of work	E.M.D Rs.	Eligibility of Contractor
(1)	(2)	(3)	(4)
I.	Providing the temporary pandal, Shade net house, GI periphery enclosure, stage arrangements, food court, police control room, shamiana arrangement, temporary toilet facility, stage, show tiers, wooden & iron barricading etc., on rental basis for the conduct of Farm Fest 2018 at Botanical Garden, Puducherry from 02.02.2018 to 04.02.2018( 3 days).	Rs.50,000/-	Reputed Firms/ pandal Contractor with similar experience of work not less than 20 lakhs

Cost of Tender Document	: Rs.525/- (including GST)
Bid submission starting date	: 05.01.2018
Pre-Bid Meeting	: 08.01.2018 by 11.00 am
Last date for online submission of Tenders	: 19.01.2018 by 12.00 noon
Date and Time of opening of Tenders	: 19.01.2018 by 03.00 pm

The Tender details, terms and conditions and the specification, time schedule can be downloaded from the website <http://agri.puducherry.gov.in/> for reference. As the Tenders will be processed only on on-line, hardcopy submission will not be entertained.

  
**Director of Agriculture**

**GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF AGRICULTURE**

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**TENDER SCHEDULE**

**Time Schedule**

<b>Sl. No.</b>	<b>Subject</b>	<b>Date and time</b>
1.	Download documents & Bid submission start date	05.01.2018
2.	Last date for Submission of Tender Online	19.01.2018 by 12 noon
3.	Last date for submission of Tender Fee and EMD fee by Post/in person	19.01.2018 by 12 noon
4.	Date and Time of opening of Tenders	19.01.2018 by 3 pm

{If these days happen to be a holiday the next working day will be the date for item Nos. 1,2, and 3}

Tenderer(s) are requested to stick on to the date and time specified strictly. Tenders will be accepted only if submitted in the prescribed manner. Tenderers are requested to read the instructions help for contractors, information about Digital Signature Certificate, resources required and bidder's manual kit at the home page of the website <https://pudutenders.gov.in> or <http://demoeproc.nic.in/> before submission of tender through online.

**Helpdesk@eprocurement Cell: 0413-2220225; 0413-2233262**  
**Email : [support-eproc.pon@nic.in](mailto:support-eproc.pon@nic.in)**

**GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF AGRICULTURE**

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**TENDER DETAILS**

"e-Tenders" are invited by the Director of Agriculture, Puducherry from eligible contractors towards erection of Temporary civil structures viz., pandal, shadenet, stall partition, barricade arrangements, stage arrangements etc., for the conduct of Farm Fest 2018–Cum-32nd Flower, Vegetable & Fruit Show at Botanical Garden.

- Tenders are to be submitted only through e-procurement platform at <https://pudutenders.gov.in> only.
- Tenders submitted in any other form will not be accepted.

**Two Covers:**

**Cover 1** - Tender Fee/EMD Fee/Technical Documents

(i) The Technical Bid shall contain the documents listed hereunder.

- Tender Fee : The Tenderer shall pay a non-refundable amount of **Rs.525/-** (including\_GST)
- Bidders should submit their tender online at the Government website <https://pudutenders.gov.in> with scanned copy of Demand draft towards the cost of Tender Fee for **Rs.525/-** (including GST) drawn in favour of "The Additional Director of Agriculture (Hort.), Botanical Garden, Puducherry-605001" payable at Puducherry and the original instrument should be submitted in the cover 1.
- Bidders should also submit their scanned copy of a Demand draft towards Earnest Money Deposit (EMD) of **Rs.50,000/-** drawn in favour of "The Additional Director of Agriculture (Hort.), Botanical Garden, Puducherry-605001" payable at Puducherry and the original instrument should be submitted in the cover 1.
- The Earnest Money Deposit is non-interest bearing and is refundable to the unsuccessful tenderer.
- The Earnest Money Deposit is non-interest bearing will be returned to the successful tenderer 3 months after execution of work.
- The Tenderer without submitting the Tender fee and EMD will be rejected.

## Important Note:

Tender Fee and E.M.D. in the form of Demand Draft / Bankers cheque in original shall be submitted in person or by post in sealed envelope superscribed "**Tender Fee and EMD for the** ERECTION OF TEMPORARY CIVIL STRUCTURES at Botanical Garden for the Farm Fest 2018" should reach

**The Additional Director of Agriculture (Horticulture),  
Botanical Garden,  
Puducherry – 605 001.**

*latest by 12.00 noon on 19.01.2018.* Tender Fee /EMD received after the due date and time will not be entertained and will be summarily rejected. The office is not responsible for any postal/courier delay.

### **List of Documents to be uploaded Online:**

The following documents should be uploaded by the bidders in the form of PDF Files in the same order as mentioned below, on the e-Tendering website during Online Bid Preparation stage.

<b>Sl.No.</b>	<b>List of Documents</b>
1	Trade Certificate
2	Experience certificate from Government/Public organization
3	Registration Certificate
4	Income tax certificate
5	Annual Turn over Statement from Chartered Accountant for the past 3 years.
6	GST Registration certificate.
7	Latest Income-Tax verification certificate.
8	Annexure III/ Annexure V

### **Cover 2 : THE FINANCIAL BID (BOQ) SHALL CONTAIN THE FOLLOWING:**

The financial bid shall contain only price list. The Tenderers shall quote the rates in the financial bid (BOQ) only after downloading it from the website. Any discrepancy in this regard will cause the rejection of Price list. The Financial Bid (BOQ) shall contain the following:-

- The rates should be quoted in whole rupee and must be expressed in figures and in words (English). The rates for each item should be independent of other items.
- No column in the price list shall be left blank, please mention "Not Quoted" in column, (if rate is not offered on an item in the list).
- Tender offer form (BOQ) - Basic price and other tax, etc. for each item shall be entered by the tenderer in the prescribed column of the excel sheet.



- The bid shall contain only the price list. Any discrepancy in this regard will cause the rejection of Price list.
- No column in the price list shall be left blank. Tenderer should quote the rate for all the items of work failing which, the tender would be disqualified.

#### **INSTRUCTION TO TENDERERS FOR ONLINE SUBMISSION OF E-TENDER**

- The Tenderers who are interested in bidding can download tender documents from <https://pudutenders.gov.in>.
- Tenderers who wish to participate in this tender will have to register on <https://pudutenders.gov.in>. To participate in online tenders, Tenderers will have to procure Digital Signature Certificate as per information Technology Act-2000 using which they can sign their electronic bids. Tenderers can procure the same from any CCA approved certifying agency i.e. TCS, safe-crypt, Noode etc. or they may contact e-Procurement Cell, Government of Puducherry for further assistance. Tenderers who already have a valid Digital Signature Certificate need not procure a new Digital Signature Certificate.

**Contact No. 0413-2220225 , 0413-2233262. Toll free no. 1800 233 7315**

**(Help desk 10 A.M. to 6 P.M. on all working days)**

**e-mail: [eproc@puducherry.gov.in](mailto:eproc@puducherry.gov.in)**

**Address: e-Procurement Cell, III<sup>rd</sup> Floor, Goubret Avenue, Chief Secretariat, Puducherry.**

- Before electronically submitting the tenders, it should be ensured that all the tender papers including conditions of contract are ready digital form and in requisite file formats. Generally accepted formats are **.pdf, .xls, .jpg** etc.
- Bidders are also advised to refer "Bidders manual" available under "Download" section of e-procurement portal <https://pudutenders.gov.in>. for further details about the e-tendering process.
- Tenderers should upload their scanned copies of D.D. of Tender Fee and EMD with the online bid.
- Every Tenderer must go through the terms and conditions carefully and understand them before submitting their tender. No excuse that the conditions have not been read or understood will be entertained later.
- The Supplier/Contractor should quote the basic price of the items separately and the other taxes and duties only as mentioned in the Bill of Quantity (BOQ) of the Tender Schedule.

## **Filling of E-Tenders**

- Tenders should be duly filled in (on the assigned space), duly signed with the digital signature and submitted online. All mandatory fields marked with (\*) have to be filled by the tenderers.
- Tenderers should upload their scanned copy of D.D. of Tender Fee and EMD along with the online bid in the format as required by the e-procurement system.
- The rates should be uploaded only in BOQ (Bill of Quantity) format which is available in online bid. Tenderers are therefore advised to enter all financial element in the column available in the BOQ only.
- The Tenderers are required to quote in the same rate units (Nos./acre/mtrs/kms etc.) as given in the tender schedule.
- No tender shall be considered if the contents are erased, illegible or overwritten. Any corrections should be scored and rewritten under the initials for the tenderer. As far as possible tender should be without any corrections.

## **OPENING OF BIDS:**

- The bids that are submitted online successfully shall be opened online as per date and time given in detailed tender schedule, through e-Tendering procedure only in the presence of bidders (if possible).
- Bids shall be opened either in the presence of bidders or it's duly authorized representatives. The bidder representatives who are present shall sign a register evidencing their attendance.
- Only one representative per applicant shall be permitted to be present at the time of opening the tender.

### ANNEXURE-I

**Name of the Work:** Providing the temporary GI periphery enclosure, stage arrangements, food court, police control room, shamiana arrangement, temporary toilet facility, stage show tiers, wooden & iron barricading etc. wherever required for the conduct of Farm Fest 2018 at Botanical Garden, Puducherry from 02.02.2018 to 04.02.2018 (3 days).

SL. NO.	DESCRIPTION	QTY.
1	Hire charges for erection and removing of temporary sloped GI sheet roof stage /dais size of 20'0" x 20'0", using with vertical casuarina poles of 100mm to 50mm dia at suitable intervals and rafters of bamboo / casuarina / eucalyptus of required dia at spacing not exceeding 50cm in both directions as directed. The height of roof shall not be less than 4m in front and 3m at rear above the wooden platform and covered with tarpaulin suitable for conducting cultural programme including separate handrail for steps up and down and neatly covered with cada cloth decorated with colour papers in the ceiling all over and fancy fencing as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 CUM- 32nd FLOWER, FRUITS, VEGETABLE SHOW from 02.02.2018 to 04.02.2018).	1.00 Job
2	Hire charges for erection and removing of temporary sloped pandal / stalls using shade net with vertical casuarina poles of 100mm to 50mm dia at suitable intervals of 3m and rafters of bamboo / casuarina / eucalyptus of required dia at spacing not exceeding 50 cm in both directions. The height of roof shall not be less than 3m in front and 2.4m at rear with suitable barricading in the front side of stall as per instructions of Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 CUM- 32nd FLOWER, FRUITS, VEGETABLE SHOW from 02.02.2018 to 04.02.2018).	
	a. Roof area	500 Sqm
	b. Side area	500 sqm
3	Hire charges for fixing and removing wooden benches using 20mm thick planks of 30cm width resting on casuarina props of 5cm to 10cm dia to the height of 75cm to 180cm as directed by the Officer-in-charge. (The	1000 rmt.

	rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 CUM- 32nd FLOWER, FRUITS, VEGETABLE SHOW from 02.02.2018 to 04.02.2018).	
4	Hire charges for erection and removing 1.50m height barricading arrangements with casuarina vertical poles of 100mm dia at 1.50m intervals and braced with 4 (four) rows of casuarina poles of 80mm dia tied with necessary ropes / coir. The vertical pole fixed to a depth of 60cm in earth / concrete surface etc., as per the instructions of Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	1000 rmt
5	Hire charges for erection and removing 1.50m height barricading arrangements with iron pipes of 40 to 100mm dia. at 1.50m intervals and braced with iron pipes with necessary bolt and nut or ready made iron barricade structure as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	650 rmt.
6	Hire charges for erection and removing 2m height barricading arrangements with iron pipes of 40 to 100mm dia. at 1.50m intervals and braced with welded mesh as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	200 rmt
7	Hire charges for fixing and removing cada white cloth / shade net for ceiling sides and benches of stall, wherever necessary neatly fixed complete as per the instructions of Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FLOWER SHOW- 2018 from 02.02.2018 to 04.02.2018).	1000 sqm



8	Hire charges of laying and removing good synthetic mat as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and laying and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	1000 sqm
9	Hire charges of laying and removing good coir mat as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and laying and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	250 sqm
10	Hire charges for PVC chairs, as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and providing and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	500 Nos.
11	Hire charges for supply and removing of wooden / steel tables of size 6' * 1 ½' * 2 ½', as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and providing and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	200 Nos.
12	Hire charges for fixing and removing 3m GI corrugated sheet barricading along the periphery of the FLOWER SHOW area with casuarina poles to a height of 2.40m above GL and fixing firmly with ground with suitable intervals not exceeding 1m and braced with 5 Nos. of horizontal casuarina poles (ie., not more than 60cm apart) as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	500 sqm
13	Hire charges for supply and removing of VIP chairs.(The rate includes materials, labour and to and fro transportation and providing and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	15 Nos.

14	Hire charges for supply and removing of Kuthuvilakku not less than 4'0" height for the purpose of function as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and providing and removing period for one day on 02.01.2018 of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW).	1 No.
15	Hire charges for supply and removing of teapoy table. (The rate includes materials, labour and to and fro transportation and providing and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	2 Nos.
16	Hire charges for supply and fixing of digital flex screen of approved design as back drop to the size of 20'0" * 10'0" as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	2 Jobs.
17	Hire charges for erection and removing special shamiana for VVIP and VIP refreshment spot all as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	
	a. Roof area	110 Sqm
	b. Side wall area	150 Sqm
18	Hire charges for fixing and removing plywood platform to a width of 4 ft. with planks for Rangoli arrangements. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	100 Sqm.
19	Hire charges for supply of Podium for stage. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	1 No.

20	Hire charges for erection and removing of food court covered with G.I. sheet, G.I. sheet roofing of height 14'0" with inside raised wooden flooring, stall partitioning with G.I. sheet to the height of 3'0" to 4'0" (size 11'0" x 8') as directed by the Officer in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	300 Sqm.
21	Hire charges for erection and removing of Departmental Stalls with G.I. Sheet roofing to a height of 14'0" with inside raised wooden flooring; all sides covered with G.I. sheet and partition with aluminium fabricated board of size 10 x 10 ft as directed by the Officer-in-charge (Stall Size 10' x 10'). The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018-CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	260 Sqm.
22	Hire charges for erection and removing of Commercial Stalls with G.I.sheet roofing to a height of 14'0" with inside raised wooden flooring and all sides covered with G.I. sheet, partition with aluminium fabricated board of size 10 x 10 ft and provision for footpath for a width of 10 ft. as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018 -CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	1070 Sqm.
23	Hire charges for providing foot path of width 8 ft with raised wooden platform of Height 1 feet as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018-CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	250 Sqm.
24	Hire charges for erection and removing of control room for Fire Service, with GI sheet roofing of height 14'0" as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018-CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	50 Sqm.

25	Hire charges for erection and removing of Arabian tent with side covering necessary complete labour charges- 20'0"x20'0" (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018-CUM-32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	6 Nos.
26	Hire charges for erection and removing of shade net shed of size 80'0" x100'0" with 18'0" height supported with 'A' type MS tubular / angular truss closed on three sides and connecting shed of size 20 x 30 ft with 18ft height super structure covered with shade net on top as directed by the Officer-in-charge. (The rate includes materials, labour and to and fro transportation and erection and removing period including the three days of FARM FEST 2018-CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	1 Job
27	Hire charges for erection and removing of shamiana of size 20'0"x15'0" with 20'0" height for Machineries Stall with 3 m height corrugated GI sheet side cladding, with casuarinas pole support/bracing as instructed by the Officer-in-Charge. (The rate includes materials, labour, transportation, erection and removing period including the three days of FARM FEST 2018-CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	280 Sqm.
28	Hire charges for erection and removing of Ticket Counter with plywood roofing to a height of 8'0" with inside raised wooden flooring and all sides covered with plywood and partition of counters of size 4 x 4 ft.(8 nos.) as instructed by the Officer-in-Charge. (The rate includes materials, labour, transportation, erection and removing period including the three days of FARM FEST 2018-CUM- 32nd FLOWERS, VEGETABLES AND FRUITS SHOW from 02.02.2018 to 04.02.2018).	1 Job

### ANNEXURE-III

#### TIME SCHEDULE FOR COMPLETION OF WORKS BY THE SELECTED CONTRACTOR

<b>Sch. No.</b>	<b>DESCRIPTION OF WORK</b>	<b>WORK COMPLETION TIME</b>
I	Providing Temporary civil works viz., pandal, Shade net house, GI periphery enclosure, stage arrangements, food court, police control room, shamiana arrangement, temporary toilet facility, stage, show tiers, wooden & iron barricading etc.	1 <sup>st</sup> February 2018 (by morning 9.00 am)

### ANNEXURE-III

1. DETAILS OF THE CONTRACTOR :
2. NAME OF THE FIRM & OWNER :
  - A) PAN :
  - B) GSTIN :
  - C) SERVICE TAX NO. :
3. ADDRESS :
  
4. BANK PASS BOOK XEROX COPY :  
(COMPANY /OWNER)
5. ADHAAR / ELECTION CARD XEROX (OWNER) :
6. DETAILS OF EXPERIENCE IN SIMILAR NATURE OF WORKS :  
(PROOF TO BE ATTACHED)
7. EXPERIENCE WITH GOVT. AGENCIES  
(PROOF TO BE ATTACHED) :
8. ITEMS QUOTED FOR (✓) :
9. DETAILS OF PAYMENT OF Rs.500/- plus TAX FOR THE COST OF TENDER FORM

D.D. No.

Date.

10. DETAILS OF EMD PAYMENT :

D.D. No. Name of the Bank:

Date:

11. CONTACT PERSON & PHONE NO.:

**Signature of the Contractor**



## ANNEXURE-IV

### TERMS & CONDITIONS

1. The contractor shall have similar experience of work of value not less than 20 lakhs.
2. The contractor shall fulfil all safety standards in the erection work. The safety of the public is utmost important and necessary signboards, warning boards, fire extinguishers should be placed, wherever required.
3. Standard/good quality materials only to be used.
4. Payments will be made as detailed below.-
  - (a) 25% of payment on complete arrival of the material at the site and after producing all the relevant document of proof.
  - (b) 35% of payment after the Inaugural function and
  - (c) 40% after the completion of the Programme.
5. (a) If any item required during the execution of work apart from the items enlisted in the Tender Schedule shall also be done with the concurrence of the Tender Committee with the mutually agreed rate.  
(b) If any item enlisted in the Tender Schedule not required during execution, that should not be executed and payment will be made as per the actual.
6. The Contractor should visit the site before quoting the rate.
7. The work should be completed and ready for dry run/ rehearsal on 1st February 2018 by 9.00 A.M. with all facilities and there will be site inspection.
8. The contractor should submit civil plan/site plan showing stall arrangements – entry, exit, electric provisions, and fire extinguishers, emergency exit, etc.
9. The Contractor or his authorized representative should be available in the site from the commencement of the work till completion of programme.
10. Tenders should be received within the stipulated date and time containing EMD in respect of each item as specified in the Schedule in the form of Demand Draft /Bankers cheque drawn in favour of the Additional Director of Agriculture (Horticulture), payable at Puducherry. The tender documents with complete details and enclosing the tender cost and E.M.D, in the form of **separate** D.D./ bankers cheque will only be accepted for consideration.
11. The Tenderer who proposes any alteration of the conditions laid down or which proposes any other conditions of any descriptions whatsoever will not be accepted. However, the tender committee reserves right to take a decision.
12. The tender committee reserves the rights to reject any or all the tenders without assigning any reasons therefor.

13. Item rate quoted by contractor deemed to be inclusive of rental, transportation, loading and unloading, all taxes including GST, etc.
14. The work should be started immediately after the receipt of the work order and completed in all respects within the stipulated time. Failure to complete within the said time will attract appropriate action, as decided by the tender/organizing committee.
15. The contractor is responsible for all the required safety measures including placing required number of fire extinguishers /water provisions at the Ground.
16. After completion of show, the temporary structures and material shall be removed from the show ground within a week and no damage be caused to any structures in the show ground.
17. The contractor should obtain all the required **permits/ approval like clearance from Fire Service and Police Department.**
18. Necessary **Insurance coverage** to be made by the contractor in favour of the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry and a copy of the same should be submitted to the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry on 01.02.2018.
19. Payment will be made only after deducting all applicable taxes like TDS (income tax as applicable), etc.
20. Security deposit of 5% of the value of amount quoted by the firm (inclusive of EMD amount remitted by the firm while submitting the tender) in the form of Demand Draft (DD) drawn in favour of the Addl. Director of Agriculture (Horticulture), Botanical Garden, Puducherry, payable at any Nationalized/Scheduled Bank, at Puducherry should be remitted immediately by the successful tenderer or in the form of irrevocable bank guarantee.
21. In case of extension of show period as decided by the Organising Committee on the advice of Competent Authority, the additional hire charges payable would be fixed based on mutual agreement with the approval of the Chairman of the Flower Show Organising Committee, which will be binding on the Contractor.
22. Any dispute arising out between the contractor and the organizing committee, the Chairman of the committee/ Secretary (Agriculture), Chief Secretariat is the deciding authority.
23. The contractor should execute an agreement in a Notary Affidavit of Rs.50/-
24. The Tender is non-transferable.
25. Tender offer form (BOQ) - Basic price, other taxes etc., for each item shall be entered by the tenderer in the prescribed column of the excel sheet.

26. No column in the BOQ shall be left blank.
27. No representation towards upward revision of rates will be allowed.
28. The successful tenderers themselves will have to obtain permits, license etc., that may be required in fulfilling the contract.
29. The rates quoted should be only as per the unit printed in the schedule.
30. If the Government introduces any fresh taxes or increase the present rates of taxes, no change in the rates can be claimed.
31. The tender shall be submitted only, if the Tenderer is agreeable to all the terms and conditions of this Tender, which includes the Description and Specifications of the items mentioned therein.
32. Irrespective of the terms and conditions that may have been specified by the Tenderer, only the terms and conditions specified in this tender by the Department shall be binding on the Tenderer and the tendering authority.
33. After due date, no addition or deletion or alteration in the tender will be allowed.
34. In the event of any discrepancy in respect to the rates quoted, the "committee" reserves the right to accept or reject the tender.
35. Copies of any document produced with tender including photo copies should be clear and legible, otherwise it will be not be considered.
36. In the event of the date of submission or opening of tender being declared as a holiday for the office of the tendering authority, the due date for submission of tender and opening of tender will be the following working day at the same time.
37. The Tenderers are responsible to furnish all the required particulars along with the tender. No correspondence will be made on this account from this office/department.
38. Tenders submitted in forms other than the one prescribed and / or without the payment of the prescribed fee will be rejected.
39. Earnest Money Deposit of unsuccessful tenderer will be refunded after opening the financial Tender and selection of items within 10 days.
40. The tenders/offers that received do not conform with the terms and conditions of the Department will be summarily rejected.
41. The tenderer or his authorized representative should come prepared for technical presentation and demonstration on the date of opening of the tender and may be required to stay next day also.
42. Agreement:
  - a) The successful tenderer shall be required to execute an agreement stipulating all the conditions mentioned herein immediately on the date of

communication of the approval of rate after furnishing the required amount of Security Deposit, EMD will be returned.

- b) Failure to sign the agreement within the period specified in the pre-para above shall amount to withdrawal of the approval of rates and will lead to forfeiture of amount of Earnest Money Deposit paid in respect of that particular item. The Additional Director of Agriculture (Horticulture) is free to take further necessary action for entering into an agreement with other tenderers and the excess amount that the Additional Director of Agriculture (Horticulture) has to incur in effecting supply of such stores be recovered from the defaulting tenderer.

43. Other Conditions:

- A. If the tenders whose tender is accepted fails to execute the Work order within stipulated time, the Earnest Money Deposit of such tenderer will be forfeited.
- b. The EMD will be refunded only on satisfactory completion and execution of work ordered for and on payment of all bills due to the contractor.
- c. The right to accept or reject the tenders in part or whole without assigning any reasons is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
- d. Upon signing the agreement of the contract of execution of work with the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry, the firm shall execute the work for which the contract is signed.
- e. The Tender Inviting Officer is vested with powers to cancel or to revoke the contract without assigning any reason therefor, if the contractor fails to effect the supply in conformity with the contracted terms and conditions. The Tender Inviting Officer reserves right to evaluate the performance, quality & after promptness in execution of work.
- f. In case of non-execution as per the terms and conditions by the firm, the Tender Inviting Officer shall be entitled to appoint a new firm to execute the works and the excess amount incurred, shall be recovered from such defaulting contractor.
- g. Any dispute under or arising out of the agreement executed for execution of work shall be referred to the Competent Authority Puducherry, the sole arbitrator under the provisions of Arbitration and Conciliation Act, 1996.
- h. The Tender Inviting Officer has the right to recover all or any dues from the contractor by exercising the provisions of the Puducherry Revenue Recovery Act 1970.
- i. The Tender Inviting Officer reserves the right to reject any or all the tenders without assigning any reason therefor.
- j. The decision of the Tender Inviting Officer in all matters relating to this tender shall be final and conclusive.

**ANNEXURE –V**

**DECLARATION**

A declaration as given below in token of acceptance of all the terms and conditions of tender shall be furnished by the participating tenderer. Otherwise the tender will be rejected.

"I/We ..... the  
[Name of the firm (Proprietor)]

Undersigned hereby solemnly declare that I/We accept the terms and conditions of tender schedule for execution of items of work and that in the event of selection of my/our rates, the agreement in the prescribed proforma will be executed".

**SIGNATURE OF THE TENDERER**

**ANNEXURE - VI**

I/We hereby tender for the execution of the work/item of work at the rates specified in the attached schedule of quantity and in accordance with the specifications, designs, drawings and instruction in writing as directed by the Director of Agriculture, Puducherry/Chairman of Tender Committee.

I / We hereby abide the terms and conditions stipulated by tender schedule and also as specified in the tender schedule and default thereof to forfeit and pay to Government of Puducherry, the sum of money mentioned a sum of Rs..... is hereby enclosed vide Demand Draft / Pay Order drawn in favour of the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry as Earnest Money, if I/We agree that the Director of Agriculture or his successor in office shall, without prejudice to any other right remedy by at liberty to forfeit the said earnest money shall be retained by him towards security deposit mentioned in Sl.No.10 & 19 of Terms and Conditions of the of this tender notice.

I/We hereby agree to execute all the works referred to in the tender schedule upon the terms and conditions or referred to therein and to carry out such deviations as may be ordered up to a maximum of 25% (twenty five percent) herein after referred as deviation limits of tendered amount at the rates quoted in the tender documents and those in excess of that limits at the rates to be determined in accordance with the provisions contained in clause 12 A of the tender form No. 8 state Public Works Department, Puducherry.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret / confidential documents and shall not communicate information derived the forms to any person other than a person to whom I/We am / are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Date :

SIGNATURE OF THE CONTRACTOR

Witness        1.

                  2.

The above tender is hereby accepted by me on behalf of Tender Committee, Puducherry.

Dated the .....day of .....

**DIRECTOR OF AGRICULTURE**