



**JHARKHAND TOURISM DEVELOPMENT CORPORATION LIMITED,  
(GOVERNMENT OF JHARKHAND)**

**REQUEST FOR PROPOSAL (RFP)**

**FOR**

**SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND  
MAINTENANCE OF HATIA DAM/DHURWA DAM PARK, RANCHI**

**Ref. No. :- 1123/2018  
Ranchi/Dated:- 19/12/2018**



**Jharkhand Tourism Development Corporation Limited**  
5, Mahatma Gandhi Marg, Ranchi, Jharkhand - 834001  
Phone No: +(91)-651-2331828 & 2331643 Fax: +(91)-651-2331828  
E-MAIL: [jtdcltd@gmail.com](mailto:jtdcltd@gmail.com)  
Visit us on [www.jharkhandtourism.gov.in](http://www.jharkhandtourism.gov.in)

**Table of Contents**

1.	SECTION 1:- INTRODUCTION.....	3
1.1	Background .....	3
1.2	Brief Description of Selection Process.....	4
1.3	Schedule of Selection Process.....	4
1.4	Project Implementation and Duration .....	5
1.5	Removal/Exit Clause.....	5
1.1	Eligible Bidders.....	6
1.2	Number of Proposals.....	7
1.3	Proposal Preparation Cost .....	8
1.4	Right to Accept any Proposal and to Reject any or all Proposals .....	8
1.5	Conflict of Interest .....	8
1.6	Clarifications.....	8
1.7	Amendments to RFP .....	9
1.8	Performance Security .....	9
1.9	Payment Schedule .....	9
2.	PREPARATION AND SUBMISSION OF PROPOSAL.....	10
2.1	Language and Currency .....	10
2.2	Validity of Proposal .....	10
2.3	Earnest Money Deposit .....	10
2.4	Bidder's Responsibility .....	11
2.5	Format and Signing of Proposal.....	11
2.6	Submission of Proposals .....	11
2.7	Proposal Due Date .....	13
2.8	Late Proposals.....	13
2.9	Modifications/ Substitution/ Withdrawal of Proposals .....	13
2.10	Confidentiality.....	14
2.11	Clarifications.....	14
3.	SECTION 3: EVALUATION OF PROPOSALS.....	14
3.1	Opening and Evaluation of Proposal.....	14
3.2	Tests of Responsiveness.....	15
3.3	Evaluation of Experience of the Bidder .....	15
3.4	Evaluation of Financial Proposals.....	15
3.5	Selection of Bidder.....	16
3.6	Letter of Award (LOA) / Work Order .....	16
3.7	Contacts during Proposal Evaluation .....	16
3.8	Fraud and Corrupt Practices.....	16
3.9	Other Conditions .....	17
	Annexure-1:- Scope of Work.....	18
4.	SECTION 4:- FORMATS FOR SUBMISSION OF PROPOSAL.....	26
4.1	Appendix – I – Letter of Proposal.....	26
4.2	Appendix – II- Details of Bidder.....	28
4.3	Appendix – III – Financial Capacity .....	29
4.4	Appendix – IV – Experience of the Bidder .....	30
4.5	Appendix –V- Self Declaration.....	31
4.6	Appendix –VI- Format for Power of Attorney for Signing of Proposal.....	32
4.7	Appendix- VII- Format for Financial Proposal.....	33

## 1. SECTION 1:- INTRODUCTION

### 1.1 Background

- 1.1.1 Jharkhand Tourism Development Corporation Limited, also referred to as the “**JTDCL**” or “**Authority**”, is a nodal agency under Department of Tourism, Government of Jharkhand (“DoT”) with a mandate to develop tourism infrastructure in the State of Jharkhand. JTDCL is operating various hotels and tourist complexes in the State of Jharkhand for providing residential accommodation to the tourists.
- 1.1.2 JTDCL has developed one such Tourist destination (herein after referred to as Project Facility) spread in approx 7.5 acres of land (Hatia Dam/Dhurwa Dam Park), is located within the Ranchi City of Jharkhand amid a picturesque backdrop, ideal as tourist destination centers.
- 1.1.3 With an endeavor for promotion of tourism, Jharkhand Tourism Development Corporation Limited (JTDCL) intends to issue this Request for Proposals (RFP) to select a reputed agency (for a period of two years) for Selection of Agency for Landscaping, Gardening and Maintenance of Hatia Dam /Dhurwa Dam Park, Ranchi. Period may be extended on yearly based on satisfactory performance and mutually agreed terms and conditions.
- 1.1.4 RFP document is available at the Directorate of Tourism/DOT website i.e. [www.jharkhandtourism.gov.in](http://www.jharkhandtourism.gov.in). Interested parties may download the RFP documents from the website and submit their Proposals.
- 1.1.5 **Earnest Money Deposit (EMD)** amounting to **Rs.20,000/- (Twenty Thousand only)** in the form of a Demand Draft in favour of “**Managing Director, Jharkhand Tourism Development Corporation Limited**”, of any Nationalized/scheduled bank, payable at “**Ranchi**” along with bid documents valid for a period of 90 (ninty) days.
- 1.1.6 The scope of services to be provided by the Agency are general and the list is not exhaustive i.e. does not mention the entire incidental services required to be carried out. The services shall be provided all in accordance with true intent and meaning, regardless of whether the same may or may not be particularly described, provided that the same can be reasonably inferred there from. The scope of services shall be governed by the provisions of the RFP and work order. There may be several incidental services & assignments, which are not mentioned herein but will be necessary to complete the work in all respects. The scope of services shall be as stated in **Annexure-1**.
- 1.1.7 The statements and explanations contained in this RFP are intended to provide a proper understanding to the Bidders about the subject matter of this RFP and should not be construed or interpreted as limiting in any way or manner the scope of services

and obligations of the Agency set forth in RFP or JTDCL's rights to amend, alter, change, supplement or clarify the scope of work, the Right to be awarded pursuant to this RFP or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the Bidding Documents including this RFP are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by JTDCL.

- 1.1.8 JTDCL shall receive Proposals pursuant to this RFP in accordance with the terms set forth in this RFP and any addenda issued subsequent to this RFP (collectively the "**Bidding Documents**"), as modified, altered, amended and clarified from time to time by JTDCL, and all Proposals shall be prepared and submitted in accordance with such terms.

## 1.2 Brief Description of Selection Process

JTDCL has adopted a single stage selection process (referred to as the "**Selection Process**") for identifying a suitable Agency for two years. JTDCL invites eligible Bidders to submit their Proposals in hard copy to be delivered by Courier/Registered Post/Speed Post/Hand delivery at Jharkhand Tourism Development Corporation Limited (JTDCL) office upto **10/01/2019 at 1200 hrs** in accordance with the terms of this RFP document.

### Contact Information & Address for communication:-

To

The Managing Director

Jharkhand Tourism Development Corporation Limited

5, Mahatma Gandhi Marg, Ranchi, Jharkhand - 834001

Phone No: +(91)-651-2331828 & 2331643 Fax: +(91)-651-2331828

E-MAIL: [jtdcltd@gmail.com](mailto:jtdcltd@gmail.com)

Visit us on [www.jharkhandtourism.gov.in](http://www.jharkhandtourism.gov.in)

- 1.2.1 During this Bid Stage, Bidders are invited to carry out, at their cost, such studies as may be required for submitting their respective Proposals for award of the Right.
- 1.2.2 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Ranchi shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Selection Process.

## 1.3 Schedule of Selection Process

JTDCL shall endeavour to adhere to the following schedule:

SI No	Event Description	Date
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SI No	Event Description	Date
1	Pre-Bid Queries Submission	27/12/2018 by 17:00 Hours
2	Pre-Bid Conference	28/12/2018 by 15:30 Hours at JTDCL Office
3	Bid Due Date	<b>10/01/2019 at 12:00 Hours</b>
4	Bid opening Conference	<b>10/01/2019 at 15:30 Hours</b> Venue Details: <b>Jharkhand Tourism Development Corporation Limited</b> 5, Mahatma Gandhi Marg, Ranchi, Jharkhand - 834001 Phone No: +(91)-651-2331828 & 2331643 Fax: +(91)-651-2331828
5	Bid Validity period	180 days from the Bid Due Date
6	Tender/Bid Document Fee	Rs.2,240/-(Rupees Two Thousand Two Hundred Forty Only) inclusive of GST (Not Refundable)
7	Earnest Money Deposit	Rs.20,000/- (Rupees Twenty Thousand Only)

#### 1.4 Project Implementation and Duration

- 1.4.1 Agency will be responsible to complete the work in all respect within three months from issue of LoA/Work order and maintain till the LoA/Work order period.

#### 1.5 Removal/Exit Clause

- 1.5.1 The authority and the selected agency has a right to terminate the contract by providing notice to either party at-least 60 days notice.

## SECTION 2:- INSTRUCTIONS TO BIDDERS

### 1.1 Eligible Bidders

1.1.1 In order to participate in the Selection Process, the Bidder's should be a single business entity (the "Single Business Entity"). The term Bidder used herein would apply to a Single Business Entity.

A Single Business Entity shall mean a company incorporated under Companies Act, 1956/2013 or a sole proprietorship firm registered under the Proprietorship Act, 1908 or a partnership firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership Firm registered under Limited Liability Partnership Act, 2008.

Note:

1. No Consortium or Joint Venture is allowed to participate in the Selection Process
2. If the Bidder is:
  - i. A company should furnish copy of the certificate of incorporation and memorandum of association as a proof of identity.
  - ii. A sole proprietorship firm, and a Limited Liability Partnership firm should furnish copy of the registration certificate, GST and IT returns for the last three financial years preceding the Proposal Due Date as a proof of identity.
  - iii. A registered partnership firm, it should furnish a copy of the IT returns for the last three financial years preceding the Proposal Due Date copy of the registration certificate under the registrar of firms and a copy of the partnership deed executed between the partners as a proof of identity.

1.1.2 A Bidder is required to fulfill the criteria specified below. Any Bidder who does not meet the criteria set out below shall be disqualified.

#### A. Technical Specification

- a) The Bidder must have minimum 5 years of experience in Landscaping, Gardening and Maintenance in India for any government department/corporation. (supporting documents must be furnished).
- b) The Applicant should have an experience of working/managing at **least 2 (two) similar work from any govt. department/corporation/PSUs** in the last three financial years 2015-16, 2016-17 and 2017-18. Any Applicant who does not meet the Qualification Criteria shall be disqualified. (Supporting documents/work order must be furnished).
- c) Agency should have a standard nursery or undertaking/collaboration from any nursery (Supporting documents must be furnished).

- d) The Bidder must be registered in India. (supporting documents must be furnished) Should have GST and PAN Registration.
- e) The bidder must provide proof of Income Tax paid for in the last three financial years 2015-16, 2016-17 and 2017-18.
- f) Firms shall be single entity. Consortium/Joint Venture are not allowed to participate in the selection process.

## **B. Financial Specification**

- g) The Bidder must have achieved an average Annual Turnover of Rs.25 (Rs. Twenty Five Lakh Only) during the preceding 3 (three) years. To calculate the average turnover, the total turnover achieved by the Bidder during last 3 years shall be divided by 3. Turnover certificate must be issued by Chartered Accountant.

1.1.3 Any Agency which has been barred by the Central Government/Government of Jharkhand or any entity controlled by them, from participating in any project/provision of service and the bar subsists as on the Proposal Due Date, shall not be eligible to submit a Proposal.

1.1.4 A Bidder should, in the last 3 (three) years, have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project/provision of service or contract nor have had any contract terminated for breach by such Bidder.

1.1.5 The Bidder should submit a Power of Attorney as per the format enclosed as **Appendix-VI**, authorising the signatory of the proposal to commit the Bidder. The Proposals must be properly signed by the authorized representative (the “**Authorized Representative**”) as detailed below:

- (a) In case the sole proprietor himself is signing the Proposals, the Power of Attorney is not required to be submitted. However, if the Proposals are signed by any other person other than the sole proprietor or a duly authorized person, the Power of Attorney is required to be submitted in the format at **Appendix- VI**
- (b) by a partner or a duly authorized person holding the Power of Attorney, in case of a limited liability partnership; or a partnership firm or
- (c) by a duly authorized person holding the Power of Attorney, in case of a Company.

## **1.2 Number of Proposals**

Each Bidder shall submit only one (1) Proposal, in response to this RFP. Any Bidder who submits or participates in more than one Proposal shall be disqualified.

### **1.3 Proposal Preparation Cost**

The Bidder shall be responsible for all costs associated with the preparation of its Proposal and its participation in the Selection Process. JTDCL will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

### **1.4 Right to Accept any Proposal and to Reject any or all Proposals**

1.4.1 JTDCL reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals at any time, without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons thereof.

1.4.2 JTDCL reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP. Failure of JTDCL to undertake such verification shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of JTDCL thereunder.

### **1.5 Conflict of Interest**

1.5.1 A Bidder shall not have a conflict of interest that may affect the Selection Process or the Services (the “**Conflict of Interest**”). Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, JTDCL shall forfeit and appropriate the EMD as mutually agreed genuine pre-estimated compensation and damages payable to JTDCL for, inter alia, the time, cost and effort of JTDCL including consideration of such Bidder’s Proposal, without prejudice to any other right or remedy that may be available to JTDCL hereunder or otherwise.

1.5.2 Without limiting the generality of the above, a Bidder shall be deemed to have a Conflict of Interest affecting the Selection Process, if:

- a. a constituent of such Bidder is also a constituent of another Bidder; or
- b. such Bidder has the same legal representative for purposes of this Proposal as any other Bidder; or
- c. such Bidder has a relationship with another Bidder, directly or through common third parties, that puts them in a position to have access to each other’s’ information about, or to influence the Proposal of either or each of the other Bidder.

### **1.6 Clarifications**

1.6.1 Bidders requiring any clarification on the RFP may notify JTDCL in writing and e-mail to the address before 7 days of due date of submission of bid. The subject line for communication must clearly bear the following:



Queries/Request for Additional Information: RFP for “**RFP FOR SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI**”.

- 1.6.2 The responses will be uploaded in the Website by JTDCL without identifying the source of the enquiry. However, JTDCL reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring JTDCL to respond to any question or to provide any clarification.
- 1.6.3 All clarifications and interpretations issued by JTDCL shall be deemed to be part of the Bidding Documents. Verbal clarifications and information given by JTDCL or its employees or representatives shall not in any way or manner be binding on JTDCL.

## **1.7 Amendments to RFP**

- 1.7.1 At any time prior to the Proposal Due Date, JTDCL may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, amend the RFP by the issuance of Addenda in the Website. Any Addenda issued would be published in the Website (s) and the same shall be binding on the Bidders.
- 1.7.2 In order to afford Bidders reasonable time to take the Addendum into account, or for any other reason, JTDCL may, at its discretion, extend the Proposal Due Date.

## **1.8 Performance Security**

- 1.8.1 The Selected Agency shall furnish a **Performance Security of 10% (Ten Percent)** of the total Contract Price quoted by the Selected Agency in shape of Performance Security. The Performance Security is required to be taken from a nationalized bank in favor of “**Managing Director, Jharkhand Tourism Development Corporation Limited**”, payable at “**Ranchi**”. The Performance Security will be payable on demand and be valid for a period of **90 (Ninety) days** from the date of signing the LOA/Work Order with the Authority.
- 1.8.2 The Performance Security shall be forfeited, if the Bidder:  
Engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified and unsatisfactory performance, poor work etc.

## **1.9 Payment Schedule**

- 1.9.1 No advance shall be given.
- 1.9.2 Quarterly payment will be made on the basis of 90% of the survival of the plantation done. JTDCL will inspect the site on regular interval and based on satisfactory

performance payment will be released. In case of less than 90% of the survival of the plantation payment will be deducted on the balance percentage.

- 1.9.3 Quarterly payment will be made after submission of satisfactory completion certificate received from JTDCL. Submit along with the bill and supporting documents.

## **2. PREPARATION AND SUBMISSION OF PROPOSAL**

### **2.1 Language and Currency**

- 2.1.1 The Proposal and all related correspondence and documents shall be written in English language. Supporting documents and printed literature furnished by the Bidder with the Proposal may be in any other language provided that they are accompanied by an appropriate translation in English language. Supporting materials that are not translated into English may not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail.

### **2.2 Validity of Proposal**

- 2.2.1 The Proposal shall be valid for a period not less than 180 (One Eighty and Twenty) days from the Proposal Due Date ("**Proposal Validity Period**"), in the format set out in **Appendix-1**. JTDCL reserves the right to reject any Proposal that does not meet this requirement.
- 2.2.2 Prior to expiry of the Proposal Validity Period, JTDCL may request the Bidders to extend the period of validity for a specified additional period.
- 2.2.3 The Selected Bidder shall, where required, extend the validity of the Proposal till the date of completion of services as per scope of work.

### **2.3 Earnest Money Deposit**

- 2.3.1 The Bidder shall furnish an Earnest Money Deposit of **Rs.20,000/- (Rupees Twenty Thousand Only)** as Bank Draft in favour of "**Managing Director, Jharkhand Tourism Development Corporation Limited**", payable at "**Ranchi**" along with bid documents. JTDCL shall not be liable to pay any interest on the EMD so made and the same shall be interest free.
- 2.3.2 The EMD amount shall remain valid for a period of 90 (ninety) days from the Proposal Due Date, or beyond any period of extension subsequently as determined by JTDCL from time to time. The Proposal shall be summarily rejected if it is not accompanied by the EMD.

2.3.3 The EMD shall be returned to the unsuccessful Bidders after selection of the Selected Bidder. The EMD submitted by the Selected Bidder shall be retained as till EMD validity. As per instruction of JTDCL, the selected bidder shall be required to extend the validity of the demand draft.

2.3.4 The EMD shall be forfeited, if the Bidder:  
Furnishes any information or document which is misleading or untrue in any material respect; engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified; and Unable to accepts the work order after selection, withdraws its bids after due date

## 2.4 Bidder's Responsibility

2.4.1 It shall be deemed that prior to the submission of Proposal, the Bidder has:  
a) made a complete and careful examination of terms & conditions/requirements, and other information set forth in this RFP document;  
b) received all such relevant information as it has requested from JTDCL ; and  
c) made a complete and careful examination of the various aspects of the Assignment.

2.4.2 JTDCL shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.

## 2.5 Format and Signing of Proposal

2.5.1 Bidders would provide all the information as per this RFP in the specified format(s). JTDCL would evaluate only those Proposals that are received in the required format and complete in all respects. Incomplete and/or conditional Proposals shall be liable to rejection.

2.5.2 All the documents of the Proposal under this RFP shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder who shall also initial each page. All the alterations, omissions, additions or any other amendments made to the Proposal shall be initialed by the person(s) signing the Proposal. The Proposals must be properly signed by the Authorized Signatory as detailed below:

- (a) by a duly authorized person holding the Power of Attorney, in case of a Company; or
- (b) by the proprietor or a duly authorized person holding the Power of Attorney, in case of a sole proprietary firm.

## 2.6 Submission of Proposals

2.6.1 The bidders shall be required to submit a **“Technical & Financial Bid”** in separate sealed envelopes put in a bigger sealed envelopes super scribed as **“RFP FOR**

**SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI”.**

2.6.2 Bidder should be submitted in hard copy to be delivered by Courier/Registered Post/Speed Post/Hand delivery at JTDCL office upto **10/01/2019 at 12:00 hours** on the Proposal Due Date as indicated. The documents accompanying the Proposal(s) submission shall include:

**A. “Technical Proposal”, consisting of the following: (Envelope-1)**

- a. Letter of Proposal in the prescribed format at **Appendix - I**;
  - b. Details of Bidder in the prescribed format at **Appendix – II**;
  - c. Financial Capacity of the Bidder in the prescribed format at **Appendix – III**;
  - d. Experience of the Bidder in the prescribed format at **Appendix – IV**.
  - e. Self-declaration in the prescribed format at **Appendix – V** for not being blacklisted
  - f. Power of Attorney for signing of Proposal in the prescribed format at **Appendix – VI**;
- In case of a company, copy of the Certificate of Incorporation, Copy of Memorandum and Articles of Association of the Bidder.
  - In case of a sole proprietorship firm or a Limited Liability Partnership firm, it should furnish copy of either the registration certificate, GST or IT returns for the last three financial years preceding the Proposal Due Date as a proof of identity.
  - In case of a registered partnership firm, it should furnish a copy of the IT returns for the last three financial years preceding the Proposal Due Date copy of the registration certificate under the registrar of firms and a copy of the partnership deed executed between the partners as a proof of identity.
  - Copy of the Bidder’s duly audited annual reports for the preceding 3 (three) Financial Years (Along with CA Certificate).

**B. “Financial Proposal:- (Envelope-2)**

- a. The Financial Proposal in the prescribed format at **Appendix – VII** on the letter head of the Bidder and signed by the authorised signatory.

2.6.3 The Financial Proposal should specify the total amount of service **fee (the “Service Fee”)** exclusive of GST/any other applicable taxes required by the Agency for undertaking the Services. The Financial Proposal clearly indicating the total Service Fee in both figures and words, and signed by the Agency’s Authorized Representative. In the event of any difference between figures and words, the amount indicated in words shall prevail.

- 2.6.4 Bidders may note that JTDCL will not entertain any deviations to the RFP at the time of submission of the Proposal or thereafter. The Proposal to be submitted by the Bidders should have to be unconditional and unqualified and the Bidders would be deemed to have accepted the terms and conditions of the RFP. Any conditional Proposal shall be regarded as non-responsive and would be liable for rejection.
- 2.6.5 JTDCL reserves the right to seek original documents for verification of any of the documents or any other additional documents upon opening of the Bidding Documents.
- 2.6.6 The bidder will have to give the financial quote (unit price and total cost) of each of the items given in Annexure 'I'. The total cost of all the items will be the Financial Bid.
- 2.6.7 For maintenance works of Garden Flowers (both seasonal & perennial), Lawns, Plants (trees, shrubs & hedge), potted plants, flowers bed, ground covers & careful collection & disposal of dead leaves, dried seasonal flowers, pruned branches & others from inside and outside the premises, should be part of the financial bid.
- 2.6.8 Bidder must quote rates for all the items of price bid. If inadvertently a bidder misses to quote rate against an item / items, in that case highest rate quoted in the tender against that item / items will be considered for evaluation, taking into consideration all offers of the tender.
- 2.6.9 Financial Bid will be evaluated on total financial bid submitted and Financial evaluation will be done on yearly quote.

## **2.7 Proposal Due Date**

- 2.7.1 Proposals should be submitted in hard copy to be delivered by Courier/Registered Post/Speed Post/Hand delivery at JTDCL's office upto **10/01/2019 at 12:00 hours** on the Proposal Due Date as indicated, in the manner and form as detailed in this RFP Document.
- 2.7.2 JTDCL, at its sole discretion, may extend the Proposal Due Date by issuing an Addendum in accordance with the provisions of this RFP.

## **2.8 Late Proposals**

Applications submitted after the Due Date shall not be entertained. Applications submitted by fax, telex, telegram or e-mail shall not be entertained and shall be rejected.

## **2.9 Modifications/ Substitution/ Withdrawal of Proposals**

- 2.9.1 The Applicants will not allow Modifications/ Substitution/ Withdrawal of Applications after submission of application.
- 2.9.2 Withdrawal of a Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period will not be allowed.

## **2.10 Confidentiality**

Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising JTDCL in relation to, or matters arising out of, or concerning the Selection Process. JTDCL will treat all information, submitted as part of the Proposal, in confidence and will require all those who have access to such material to treat the same in confidence. JTDCL may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or JTDCL.

## **2.11 Clarifications**

To assist in the process of evaluation of Proposals, JTDCL may, at its sole discretion, ask any Bidder for clarification on its Proposal or substantiation of any of the submissions made by the Bidder. The request for such clarification or substantiation and the response shall be in writing or by facsimile. No material change in the substance of the Proposal would be permitted by way of such clarification / substantiation.

## **3. SECTION 3: EVALUATION OF PROPOSALS**

### **3.1 Opening and Evaluation of Proposal**

- 3.1.1 JTDCL shall open the Proposals on the date specified in **Clause 1.3**, in the presence of the Bidders who choose to attend.
- 3.1.2 JTDCL will examine and evaluate the Proposals in accordance with the provisions set out in this Section 3.
- 3.1.3 To facilitate evaluation of Proposals, JTDCL may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Proposal.
- 3.1.4 Any information contained in the Proposal shall not in any way be construed as binding on JTDCL , its agents, successors or assigns, but shall be binding against the

Bidder if the Services are subsequently awarded to it under the Selection Process on the basis of such information.

### **3.2 Tests of Responsiveness**

3.2.1 Prior to evaluation of Proposals, JTDCL will determine whether each Proposal is responsive to the requirements of the RFP.

3.2.2 JTDCL reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by JTDCL in respect of such Proposal.

3.2.3 Bids of a single business entity which are found to be non-responsive shall be rejected.

### **3.3 Evaluation of Experience of the Bidder**

3.3.1 The Proposals/Bids received will be scrutinized to assess their eligibility based on the qualifying criteria. Those Proposals/Bids which do not meet the qualifying criteria will be rejected, forthwith, or at any stage of detection.

3.3.2 JTDCL will finalize agencies on basis of their technical credentials. This assessment will be done by a special Selection Committee of JTDCL.

3.3.3 Financial bids of the technically qualified applicants would be opened.

### **3.4 Evaluation of Financial Proposals**

3.4.1 The Financial Proposals of only the qualified Bidders shall be opened in the presence of the Bidder's representatives. The name of the Bidder and the proposed financial offer shall be read aloud and recorded.

3.4.2 Final Bid shall be evaluated on total Financial Bid submitted. Bidders will quote the service fee for two years and same rate will be applicable for next years, based on the satisfactory performance.

3.4.3 For financial evaluation, the Service Fee exclusive of GST/other applicable taxes indicated in the Financial Proposal shall be evaluated.

3.4.4 JTDCL will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any services shall not entitle the selected Agency to be compensated and the liability to fulfill its obligations as per the scope of services mentioned in this RFP is within the total quoted Service Fee shall be that of the Agency.

### **3.5 Selection of Bidder**

- 3.5.1 The Bidder quoted the **Lowest Service Fee (L1) (Yearly Fee)** shall be declared as Selected Agency for a period of two years.
- 3.5.2 In the event that the L1 Bidder withdraws its Bids or is not selected for any reason in the first instance, JTDCL may invite the second ranked Bidder for negotiations.

### **3.6 Letter of Award (LOA) / Work Order**

- 3.6.1 After selection, a Letter of Award (the “**LOA**”) / Work Order shall be issued, in duplicate, by JTDCL to the Selected Bidder(s) and the Selected Bidder(s) shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Bidder is not received by the stipulated date, JTDCL may, unless it consents to extension of time for submission thereof, appropriate the EMD of such Bidder on account of failure of the Selected Bidder to acknowledge the LOA, and the next eligible Bidder may be considered.

### **3.7 Contacts during Proposal Evaluation**

Proposals shall be deemed to be under consideration immediately after they are opened and until such time JTDCL makes official intimation of award/ rejection to the Bidders. While the Proposals are under consideration, Bidders and/ or their representatives or other interested parties shall not make attempts to establish unsolicited and unauthorised contact by any means with JTDCL and/ or their employees/ representatives on matters related to the Proposals under consideration after opening of the Proposals and prior to notification of the Award. If any attempt by the Bidder causing extraneous pressure on JTDCL shall be sufficient reason to disqualify the Bidder.

### **3.8 Fraud and Corrupt Practices**

The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, JTDCL shall reject a Proposal without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the “**Prohibited Practices**”) in the Selection Process. JTDCL may also, in its sole discretion, debar the Bidder (including its Associates) in participating in any of the bidding/ tender processes in the state for any time period determined by it.



### 3.9 Other Conditions

- 3.9.1 In the event authority (JTDCL) is not satisfied with the work the work may be terminated by giving 60 days of notice to the agency.
- 3.9.2 Initially work will be provided to selected agency for **Two Years** from the date of approval and Period may be extended on yearly basis on satisfactory performance and mutually agreed terms and conditions.

**ANNEXURE-1:- Scope of Work****A. Scope of work for selected agency :-**

1. Selected Agency has to do the landscaping and plantation work in whole area of Hatia Dam PARK.
2. The selected agency has to supply all gardening materials, do the plantation work and maintain all the plants and lawns inside Hatia Dam/Dhurwa Dam PARK, Ranchi for two years.

S.No	Items	Length	Width	Ht.	Nos	Units	Quantity	Rate	Amount
1. JSR 8.1.3.2	Jungle clearance including weeding out shrubs and small trees upto 150MM dia. And their removal as per specification and direction of E/I.	3043	1	1		Sqm	3043		
2. DSR 2.1	Trenching in ordinary soil up to a depth of 60 cm including removal and stacking of serviceable materials and then disposing of surplus soil, by spreading and neatly levelling within a lead of 50 m and making up the trenched area to proper levels by filling with earth or earth mixed with sludge or / and manure before and after flooding trench with water (excluding cost of imported earth, sludge or manure).	1813	1	0.60 98		Cum	1105.488		
3. DSR 2.2	Supply , stacking & filling of good earth at site including cost of royalty & carriage upto 5 Km ( Earth measured in stacks will be reduced by 20% for payment ) .								
	Green area	1813	1	0.45 73		Cum	829		
4. DSR 2.3	Supplying and stacking sludge at site including royalty and carriage up to 5 km (sludge measured in stacks will be reduced by 8% for payment).								
	Green area	1813	1	0.30 49		Cum	553		
5. DSR 2.4	Supplying and stacking at site dump manure from approved source, including carriage up to 5 km (manure measured in stacks will be reduced by 8% for payment) :								
2.4.1	Screened through sieve of I.S. designation 20 mm	1813	1	0.30 49		Cum	553		

6. DSR 2.5	Rough dressing the trenched ground including breaking clods.								
	Green area	1813	1	1		Sqm	1813		
7. DSR 2.6	Uprooting weeds from the trenched area after 10 to 15 days of its flooding with water including disposal of uprooted vegetation								
	Green area	1813	1	1		Sqm	1813		
8. DSR 2.7	Fine dressing of the ground.								
	Green area	1813	1	1		Sqm	1813		
9. DSR 2.8	Spreading of sludge, dump manure and/or good earth in required thickness as per direction of officer-in-charge (cost of sludge, dump manure and/ or good earth to be paid separately).								
	Green area	1813	1	0.30 49		Cum	552.7439		
10. DSR 2.9	Mixing earth and sludge or manure in the required proportion specified ordirected by the Officer-in-charge								
	Green area	1813	1	0.30 49		Cum	552.7439		
12. DSR 2.14	Digging holes in ordinary soil and refilling the same with the excavated earth mixed with manure or sludge in the ratio of 2:1 by volume (2 parts of stacked volume of earth after reduction by 20% : 1 part of stacked volume of manure after reduction by 8%) flooding with water, dressing including removal of rubbish and surplus earth, if any, with all leads and lifts (cost of manure, sludge or extra good earth if needed to be paid for separately) :								
DSR 2.14.2	Holes 90cm dia, &90cm deep					Nos.	203		
13. DSR 2.54	Anti termite treatment by digging pits 30 cm deep and 4 cm dia, 6 to 7 holes around the tree using chemical emulsion at the rate of 1.5 liter per hole in two time or more application to get the trees free from termiteinfection chemicals used Chlorpyriphos 20% EC in the ratio of 1% concentration and as per direction of officer-in-charge.								
						Nos.	203		

14. DSR 2.13	Preparation of beds for hedging and shrubbery by excavating 60 cm deep and trenching the excavated base to a further depth of 30 cm, refilling the excavated earth after breaking clods and mixing with sludge or manure in the ratio of 8:1 (8 parts of stacked volume of earth after reduction by 20%: one part of stacked volume of sludge or manure after reduction by 8%), flooding with water, filling with earth if necessary, watering and finally fine dressing, leveling etc. including stacking and disposal of materials declared unserviceable and surplus earth by spreading and leveling as directed, within a lead of 50 m, lift up to 1.5 m complete (cost of sludge, manure orextra earth to be paid for separately)	544	1	0.60 98	Cum	331.7073		
16	<b>ORNAMENTAL PLANTS</b>							
10189	Bamboo Buddha Valley with fresh & healthy 5 to 6 suckers 1.80 m to 2.10m ht umbrella type plant well developed in 50 cm Cement Pot				Nos.	19		
10191	Bismarkia Palm 115 to 180 cm ht. plant, well developed 12 and above good color fresh and healthy leaves in 40 cm Cement Pot				Nos.	6		
10193	Cycus circinallis well developed with fresh & healthy 35 to 40 lush green leaves in 40 cm Cement Pot				Nos.	4		
10195	Cycus revoluta specimen plant, having 45 to 50 fresh and healthy, leaves having 30cm to 35cm circumfrance of base stem well developed in 40 cm challi,				Nos.	4		
10210	Foxtail palm well developed with fresh & healthy foliage of ht. plant 210 to 240 cm in big 40 cm Cement Pot				Nos.	10		
17	<b>TREES PLANTS</b>							
10202	Ficus Nuda Topairy well developed with fresh & healthy 5 to 6 big ball specific size and shape 180to 210cm ht in 40 cm Cement Pot				Nos.	13		
10204	Ficus Retusa Topairy well developed with fresh & healthy 5 to 6 big ball specific size and shape 180 to 210cm ht in 40 cm Cement Pot				Nos.	11		

10213	Golden Bottle brush Topairy well developed with fresh & healthy foliage 5 to 6 big ball 115 to 180 cm ht in 40 cm Cement Pot					Nos.	9		
10259	Alstonia scholaris of plants height 150-165 cm. in bag of plants size 25cm					Nos.	29		
10260	Azadirachta indica ( Neem ) of plants height 120-130cm in big polybag of plants size 25 cm					Nos.	6		
10269	Callistemon lanceolatus of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	2		
10270	Casuarina equisetifolia of plants height 150-165 cm in big poly bags of plants size 25 cm					Nos.	6		
10271	Cassia fistula (Amaltash) of plants height 120-135 cm. in big poly bags of plants size 25 cm					Nos.	6		
10273	Cassia javanica of plants height 120-150 cm. in big poly bags of plants size 25 cm					Nos.	6		
10279	Delonix regia (Gulmohar) of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	9		
10285	Ficus bengalensis krishna of plants height 75-90 cm., multibranching in earthen pots of plants size 30 cm					Nos.	2		
10303	Jacaranda mimosifolia of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	8		
10317	Peltophorum species of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	7		
10318	Phoenix sylvestris Roxb. (Wild date palm/khajur) of plants height 150-165 cm. in Big HDPE Bag					Nos.	20		
10320	Pinus longifolia (Pinus) of plants height 90-105 cm. in cement pots of plants size 35 cm					Nos.	4		
10326	Plumeria alba dwarf of plants height 90-105 cm. with 3-4 branches and thick stem in big size HDPE bags					Nos.	6		
10328	Pongamia glabra (Papri) of plants height 120-135 cm. in big poly bag of plants size 25 cm					Nos.	1		

10335	Saraca indica (Sita Ashok) of plants height 105-120 cm. in big poly bags of plants size 25 cm					Nos.	2		
10337	Spathodea campanulata of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	2		
10339	Tabebuia sp. of plants height 150-165 cm. in big polybags of plants size 25 cm					Nos.	9		
10440	Tamarindus indica (Imli) of plants height 120-150 cm. in big polybags of plants size 25 cm					Nos.	2		
18	<b>SHRUBS, GROUND COVERS &amp; HEDGES</b>								
10161	Providing Plant Verbina in different colour having 30 to 45 cm ht., well developed with fresh & healthy foliage in bloom condition in 25 cm Earthen Pot/Plastic Pot.					Nos.	238		
10226	Alternanthera species plant of height 15 cm to 20 cm, full of branches and foliage in 15 cm size of Earthen Pot / Plastic Pot.					Nos.	679		
10236	Duranta Golden plant, having ht.15 to 20 cm bushy shape plant with fresh and healthy leaves in 20 cm size of Earthen Pot / Plastic Pot.					Nos.	1131		
10241	Iresine herbstii plant, of height 20-30 cm., full of branches well developed in 20 cm size of Earthen Pot / Plastic Pot.					Nos.	755		
10254	Wadelia trilobata plant,full of leaves in 15 cm size of Poly bags.					Nos.	673		
10358	Supply and stacking of plant Cestrum nocturnum (Raat ki Rani) of height 60-75 cm. with 4-5 branches in bag of size 25 cmt					Nos.	207		
10367	Supply and stacking of plant Ficus blackii (F.vivion) (bushy) of height 150-165 cm. with 8-10 branches and healthy foliage in earthen pots of size 30 cm					Nos.	390		
10371	Supply and stacking of plant Ficus panda of height 60-90 cm, with 8-10 branches, and healthy foliage, bushy in big size HDPE bag					Nos.	525		
10373	Supply and stacking of plant Gardenia jasminoides of height 45-60 cm. with 3-4 branches in earthen pots of size 20 cm					Nos.	257		

10376	Supply and stacking of plant Hamelia patens of height 90-105 cm.bushy in big size HDPE bags as per direction of the officer-in-charge					Nos.	485		
10398	Supply and stacking of plant Plumbago capensis well developed with fresh and healthy 30 to 45 cm ht., with bloom in 20 cm Earthen Pot/Plastic Pot					Nos.	414		
<b>20</b>	<b>Lawn ( Grassing )</b>								
DSR 2.33	Providing and laying Neelgiri/Mexican grass turf with earth 50mm to 60mm thickness of existing ground prepared with proper level and ramming with tools wooden (Dhurmos) and than rolling the surface with light roller make the surface smoothen and light watering with sprinkler and maintenance for 30 days or more till the grass establish properly, as per direction of officer-in-charge.								
							sqm	1269	
DSR 2.56	Anti termite treatment of lawn area through premise 30.50% I P. one liter premise diluted in 499 liters water and applying solution @ 1.00 litre solution per sqm lawn or bed area.(two application) i/c cost of chemical)and as per direction of officer-in-charge.and as per direction of officer-in-charge.								
							sqm	1269	
<b>20</b>	<b>Seasonal Flower</b>								
	Potuleca, Celosia plumose( C.F), Zinnia, Sun Flower, Cocia, Zebers, Merry Gold, Dianthus, Liliun Bulb, Salvia Big, Genda, Gandraj, Champa, Dalie, Putinya, Guldowadi, Craladie, Dentus, Carnitation, Palam Tree, Seudana, Balsom perennials, Perennials plants & shrubs, Roses HT, Roses Floriwonda, Begonia, Hanging Basket plants, Crontons & shrubs, Dust Bin, Gamala base Demeter, Jharna, Plants (for summer & winter season), Gaillardia, Gladiolus, Bottom flower, Bal soom, Hedge (Golden Doranta), Bougaainvillea, Hydrangea, Rangan, Indoor plant, Hybrid carnation, Hybrid Zerbra, Beli, China palm(big size), Merrenta, Top fixno								
								5000	

2. DSR 2.39	Complete maintenance of the entire garden features having as per yard stick in the garden area i.e. lawn trees, shrubs, hedge, flower beds, foliage, creepers etc. including hoeing, weeding, pruning, replacement of plants, gap filling, watering, mowing of lawn, grass cutting by lawn mover and brush cutter, removal of garden waste, applying insecticide, pesticide & fertilizers (whenever required) top dressing of lawn with good earth and manure and maintenance of other garden related works as directed by office-in-charge (Cost of Good Earth, Manure, Fertilizer, Insecticide, Pesticide, lawn mover and brush cutter with fuel will be provided & all other T & P material/articles shall be provided by the selected agency/contractor.) This shall also include replacement of any dead and sickly plants in this period, providing and mixing of manure in soil and spraying of insecticides as required.								
2.39.5	Play grounds / Public parks Per Sqm (as per yard stick 1Mali =2.00Acre)			per Sq m per month	18		3473		

3. Selected agency has to procure all seasonal flowering plants & do the plantation at the designated sites.
4. Selected agency has to keep his own work force for gardening & maintenance work.
5. Daily watering, Hoeing, weeding & all maintenance works shall be the responsibility of the bidder.
6. Agency will be responsible for replacement of any dead & sickly plant till 24 month of the plantation. Based on the requirement, agency has to maintain 90% of the survival of the plantations till the completion of the project period. All the expenses related to procurement/maintenance/replacement of the plantation/gardening will be borne by the Agency.
7. Seasonal flowers of different varieties has to be grown in different seasons. Preparation and maintenance of beds shall be the responsibility of the selected agency. Selected Agency will have to supply manure, fertilizer etc. for maintenance of beds. Work plan for the same will be finalized with consultation with JTDCL.



8. Storage facility, Safety & Security of equipments, plants, manures, materials and other items related to the project, will be taken care by the agency. Any loss and damages of items/manpower will be responsibility of agency.
9. Plants & flowers must be of good breed and quality with standard height/size.
10. Ground maintenance will be done by the selected bidder.
11. The bidder shall have all related infrastructures such as trained work force, grass-cutting machines, garden equipments etc.
12. The bidder has to give detail of work force and supervisors, list of machines & equipments they shall keep for plantation and maintenance.
13. Responsibility arrangement and management of Supply of Water, Power should be responsibility of the selected agency.
14. For any other work in addition to the scope of work shall be paid to agency as per Pro-rata Basis rate and shall be paid over and above the quoted amount with the consultation of JTDCL.

#### 4. SECTION 4:- FORMATS FOR SUBMISSION OF PROPOSAL

##### 4.1 Appendix – I – Letter of Proposal

*(On the letterhead of the Bidder)*

Dated:

To,  
The Managing Director  
Jharkhand Tourism Development Corporation Limited  
5, Mahatma Gandhi Marg,  
Ranchi, Jharkhand – 834001

Dear Sir,

**Sub: Proposal for “SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI”**

- 1 With reference to your RFP document dated\_\_\_\_/\_\_\_\_/\_\_\_\_\_, I/We, having examined the Bidding Documents and understood their contents, hereby submit my/our Proposal for the aforesaid Service. The Proposal is unconditional and unqualified.
- 2 All information provided in the Proposal and in the Appendices is true and correct.
- 3 I/We shall make available to JTDCL any additional information it may find necessary or require to supplement or authenticate the Bid.
- 4 I/We acknowledge the right of JTDCL to reject our Proposal without assigning any reason or otherwise and hereby waive my/our right to challenge the same on any account whatsoever.
- 5 I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to invite the Bidders to bid for the Services, without incurring any liability to the Bidders.
- 6 I/We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by JTDCL in connection with the selection of the Bidder, or in connection with the Selection Process itself, in respect of the above mentioned activities and the terms and implementation thereof.
- 7 I/We offer a tender fee of **Rs. 2,240/- (Rupees Two Thousand Two Hundred Forty only)** and EMD of **Rs. 20,000/- (Rupees Twenty Thousand only)** to JTDCL in accordance with the RFP Document.
- 8 I/We agree and understand that the Proposal is subject to the provisions of the Bidding Documents. In no case, I/We shall have any claim or right of whatsoever nature if the activities/ Right is not awarded to me/us or our Proposal is not opened.
- 9 I/We agree to keep this offer valid for 180 (One Hundred and Eighty) days from the Proposal Due Date specified in the RFP.
- 10 I/We agree and undertake that the authorised signatory in Appendix- VI shall represent

the company in all matters pertaining to the Selection Process. No third person, consultant, agency shall represent the company in all matters pertaining to the Selection Process.

11 I/We agree and undertake to abide by all the terms and conditions of the Bidding Document.

In witness thereof, I/we submit this Proposal under and in accordance with the terms of the RFP document.

Yours faithfully,

Date:

(Signature of the Authorised signatory)

Place:

(Name and designation of the of the Authorised signatory)

Name and seal of Bidder

## 4.2 Appendix – II- Details of Bidder

*(On the letterhead of the Bidder)*

1.
  - (a) Name:
  - (b) Place of incorporation:
  - (c) Address of the corporate headquarters and its branch office(s), if any, in India:
  - (d) Date of incorporation and/ or commencement of business:
  
2. Brief description of the Company including details of its main lines of business and proposed role and responsibilities for providing the Service
  
3. Details of the Authorised Signatory of the Bidder:
  - (a) Name:
  - (b) Designation:
  - (c) Company:
  - (d) Address:
  - (e) Telephone Number:
  - (f) E-Mail Address:
  - (g) Fax Number:

Note:

The Bidder must submit the following document to establish the legal status along with this Form:

- a. In case of a company, copy of the Certificate of Incorporation, Copy of Memorandum and Articles of Association of the Bidder.
- b. In case of a sole proprietorship firm or a Limited Liability Partnership firm, it should furnish copy of the registration certificate and IT returns for the last three financial years preceding the Proposal Due Date as a proof of identity.
- c. Copy of the Bidder's duly audited financial Statement for the preceding 3 (three) Financial Years.

**4.3 Appendix – III – Financial Capacity**

<b>Sl. No.</b>	<b>Financial Years</b>	<b>Annual Turnover (Rs.)</b>
1	2015-16	
2	2016-17	
3	2017-18	
	Average Turnover	

**Certificate from the statutory Auditor**

This is to certify that ----- (name of the Applicant)  
has annual Turnover is as shown above the respective years.

Date:

(Signature, name and designation of the authorized signatory)

Name and seal of the audit firm

(Supporting financial statements and relevant documents are to be furnished.)

**4.4 Appendix – IV – Experience of the Bidder**

*(On the letterhead of the Bidder)*

Sl. No.	Particulars	Description
1	Name of the Organization	
2	Address of the contact details of Organization	
3	Details of Work Experience (2017-18, 2016-17 & 2015-16).	
	Sl. No. -01	
	Name of client	
	Detail Description of Project	
	Duration of Assignment	
	Value of Assignment	
	Sl. No. -02	
	Name of client	
	Detail Description of Project	
	Duration of Assignment	
	Value of Assignment	
	(Project details to be furnished in similar Format) Separate sheets may be added)	

Name of the Bidder

.....

Signature of the Authorised Person

.....

Name of the Authorized Person

**4.5 Appendix –V- Self Declaration**

(Should not have been black listed)

*(On the letterhead of the Bidder)*

I / We agree that the decision of the Authority in relation to RFP for “SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI” addition or deletion will be final and binding to me / us. I / We confirm that we have not been blacklisted by Central or State Governments & PSUs.

Name of the Bidder

.....

Signature of the Authorised Person

.....

Name of the Authorized Person

**4.6 Appendix –VI- Format for Power of Attorney for Signing of Proposal**

*(On Stamp paper of relevant value)*

Know all men by these presents, We, \_\_\_\_\_ (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr. / Ms (Name), son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_, who is [presently employed with us and holding the position of \_\_\_\_\_], as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for “**SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI**”, proposed by the Jharkhand Tourism Development Corporation Limited (the “**JTDCL** ”) including but not limited to signing and submission of all applications, proposals, bids and other documents and writings, participate in Bidders' and other conferences and providing information / responses to JTDCL , representing us in all matters before JTDCL , signing and execution of all contracts and undertakings consequent to acceptance of our Proposal, and generally dealing JTDCL in all matters in connection with or relating to or arising out of our Proposal and/or upon award thereof to us.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\*\*.

For \_\_\_\_\_  
(Signature)  
(Name, Title and Address)

Witnesses:

- 1
- 2

Accepted  
(Signature)  
(Name, Title and Address  
of the Attorney)

[Notarised]

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*



**4.7 Appendix- VII- Format for Financial Proposal***(On the Letter head of the Bidder)*

Date:

To,  
The Managing Director  
Jharkhand Tourism Development Corporation Limited  
5, Mahatma Gandhi Marg,  
Ranchi, Jharkhand – 834001

Dear Sir,

**Sub: Proposal for “SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI”**

1. We are pleased to quote our Services Fee for (Two Year) each category of work in the below mentioned table (The “**Service Fee**”) for the scope of work for the entire period for the above mentioned Assignment. The Service Fee is exclusive of GST/any other applicable taxes. **Estimated Cost for a Period of two years for SELECTION OF AGENCY FOR LANDSCAPING, GARDENING AND MAINTENANCE OF HATIA DAM PARK, RANCHI.”**

*Cost for Two Years*

S.No	Items	Length	Width	Ht.	Nos	Units	Quantity	Rate	Amount
1. JSR 8.1.3.2	Jungle clearance including weeding out shrubs and small trees upto 150MM dia. And their removal as per specification and direction of E/I.	3043	1	1		Sqm	3043		
2. DSR 2.1	Trenching in ordinary soil up to a depth of 60 cm including removal and stacking of serviceable materials and then disposing of surplus soil, by spreading and neatly levelling within a lead of 50 m and making up the trenched area to proper levels by filling with earth or earth mixed with sludge or / and manure before and after flooding trench with water (excluding cost of imported earth, sludge or manure).	1813	1	0.60 98		Cum	1105.488		
3. DSR 2.2	Supply , stacking & filling of good earth at site including cost of royalty & carriage upto 5 Km ( Earth measured in stacks will be reduced by 20% for payment ) .								
	Green area	1813	1	0.45 73		Cum	829		

4. DSR 2.3	Supplying and stacking sludge at site including royalty and carriage up to 5 km (sludge measured in stacks will be reduced by 8% for payment).								
	Green area	1813	1	0.30 49		Cum	553		
5. DSR 2.4	Supplying and stacking at site dump manure from approved source, including carriage up to 5 km (manure measured in stacks will be reduced by 8% for payment) :								
2.4.1	Screened through sieve of I.S. designation 20 mm	1813	1	0.30 49		Cum	553		
6. DSR 2.5	Rough dressing the trenched ground including breaking clods.								
	Green area	1813	1	1		Sqm	1813		
7. DSR 2.6	Uprooting weeds from the trenched area after 10 to 15 days of its flooding with water including disposal of uprooted vegetation								
	Green area	1813	1	1		Sqm	1813		
8. DSR 2.7	Fine dressing of the ground.								
	Green area	1813	1	1		Sqm	1813		
9. DSR 2.8	Spreading of sludge, dump manure and/or good earth in required thickness as per direction of officer-in-charge (cost of sludge, dump manure and/ or good earth to be paid separately).								
	Green area	1813	1	0.30 49		Cum	552.7439		
10. DSR 2.9	Mixing earth and sludge or manure in the required proportion specified ordirected by the Officer-in-charge								
	Green area	1813	1	0.30 49		Cum	552.7439		
12. DSR 2.14	Digging holes in ordinary soil and refilling the same with the excavated earth mixed with manure or sludge in the ratio of 2:1 by volume (2 parts of stacked volume of earth after reduction by 20% : 1 part of stacked volume of manure after reduction by 8%) flooding with water, dressing including removal of rubbish and surplus earth, if any, with all leads and lifts (cost of manure, sludge or extra good earth if needed to be paid for separately) :								
DSR 2.14.2	Holes 90cm dia, &90cm deep					Nos.	203		

13. DSR 2.54	Anti termite treatment by digging pits 30 cm deep and 4 cm dia, 6 to 7 holes around the tree using chemical emulsion at the rate of 1.5 liter per hole in two time or more application to get the trees free from termiteinfection chemicals used Chlorpyriphos 20% EC in the ratio of 1% concentration and as per direction of officer-in-charge.						Nos.	203		
14. DSR 2.13	Preparation of beds for hedging and shrubbery by excavating 60 cm deep and trenching the excavated base to a further depth of 30 cm, refilling the excavated earth after breaking clods and mixing with sludge or manure in the ratio of 8:1 (8 parts of stacked volume of earth after reduction by 20%: one part of stacked volume of sludge or manure after reduction by 8%), flooding with water, filling with earth if necessary, watering and finally fine dressing, leveling etc. including stacking and disposal of materials declared unserviceable and surplus earth by spreading and leveling as directed, within a lead of 50 m, lift up to 1.5 m complete (cost of sludge, manure orextra earth to be paid for separately)	544	1	0.60 98			Cum	331.7073		
16	<b>ORNAMENTAL PLANTS</b>									
10189	Bamboo Buddha Valley with fresh & healthy 5 to 6 suckers 1.80 m to 2.10m ht umbrella type plant well developed in 50 cm Cement Pot						Nos.	19		
10191	Bismarkia Palm 115 to 180 cm ht. plant, well developed 12 and above good color fresh and healthy leaves in 40 cm Cement Pot						Nos.	6		
10193	Cycus circinallis well developed with fresh & healthy 35 to 40 lush green leaves in 40 cm Cement Pot						Nos.	4		
10195	Cycus revoluta specimen plant, having 45 to 50 fresh and healthy, leaves having 30cm to 35cm circumfrance of base stem well developed in 40 cm challi,						Nos.	4		
10210	Foxtail palm well developed with fresh & healthy foliage of ht. plant 210 to 240 cm in big 40 cm Cement Pot						Nos.	10		
17	<b>TREES PLANTS</b>									

10202	Ficus Nuda Topairy well developed with fresh & healthy 5 to 6 big ball specific size and shape 180to 210cm ht in 40 cm Cement Pot					Nos.	13		
10204	Ficus Retusa Topairy well developed with fresh & healthy 5 to 6 big ball specific size and shape 180 to 210cm ht in 40 cm Cement Pot					Nos.	11		
10213	Golden Bottle brush Topairy well developed with fresh & healthy foliage 5 to 6 big ball 115 to 180 cm ht in 40 cm Cement Pot					Nos.	9		
10259	Alstonia scholaris of plants height 150-165 cm. in bag of plants size 25cm					Nos.	29		
10260	Azadirachta indica ( Neem ) of plants height 120-130cm in big polybag of plants size 25 cm					Nos.	6		
10269	Callistemon lanceolatus of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	2		
10270	Casuarina equisetifolia of plants height 150-165 cm in big poly bags of plants size 25 cm					Nos.	6		
10271	Cassia fistula (Amaltash) of plants height 120-135 cm. in big poly bags of plants size 25 cm					Nos.	6		
10273	Cassia javanica of plants height 120-150 cm. in big poly bags of plants size 25 cm					Nos.	6		
10279	Delonix regia (Gulmohar) of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	9		
10285	Ficus bengalensis krishna of plants height 75-90 cm., multibranching in earthen pots of plants size 30 cm					Nos.	2		
10303	Jacaranda mimosifolia of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	8		
10317	Peltophorum speciesof plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	7		
10318	Phoenix sylvestris Roxb. (Wild date palm/khajur) of plants height 150-165 cm. in Big HDPE Bag					Nos.	20		
10320	Pinus longifolia (Pinus) of plants height 90-105 cm. in cement pots of plants size 35 cm					Nos.	4		

10326	Plumeria alba dwarf of plants height 90-105 cm. with 3-4 branches and thick stem in big size HDPE bags					Nos.	6		
10328	Pongamia glabra (Papri) of plants height 120-135 cm. in big poly bag of plants size 25 cm					Nos.	1		
10335	Saraca indica (Sita Ashok) of plants height 105-120 cm. in big poly bags of plants size 25 cm					Nos.	2		
10337	Spathodea campanulata of plants height 150-165 cm. in big poly bags of plants size 25 cm					Nos.	2		
10339	Tabebuia sp. of plants height 150-165 cm. in big polybags of plants size 25 cm					Nos.	9		
10440	Tamarindus indica (Imli) of plants height 120-150 cm. in big polybags of plants size 25 cm					Nos.	2		
18	<b>SHRUBS, GROUND COVERS &amp; HEDGES</b>								
10161	Providing Plant Verbena in different colour having 30 to 45 cm ht., well developed with fresh & healthy foliage in bloom condition in 25 cm Earthen Pot/Plastic Pot.					Nos.	238		
10226	Alternanthera species plant of height 15 cm to 20 cm, full of branches and foliage in 15 cm size of Earthen Pot / Plastic Pot.					Nos.	679		
10236	Duranta Golden plant, having ht.15 to 20 cm bushy shape plant with fresh and healthy leaves in 20 cm size of Earthen Pot / Plastic Pot.					Nos.	1131		
10241	Iresine herbstii plant, of height 20-30 cm., full of branches well developed in 20 cm size of Earthen Pot / Plastic Pot.					Nos.	755		
10254	Wadelia trilobata plant,full of leaves in 15 cm size of Poly bags.					Nos.	673		
10358	Supply and stacking of plant Cestrum nocturnum (Raat ki Rani) of height 60-75 cm. with 4-5 branches in bag of size 25 cmt					Nos.	207		
10367	Supply and stacking of plant Ficus blackii (F.vivion) (bushy) of height 150-165 cm. with 8-10 branches and healthy foliage in earthen pots of size 30 cm					Nos.	390		

10371	Supply and stacking of plant Ficus panda of height 60-90 cm, with 8-10 branches, and healthy foliage, bushy in big size HDPE bag					Nos.	525		
10373	Supply and stacking of plant Gardenia jasminoides of height 45-60 cm. with 3-4 branches in earthen pots of size 20 cm					Nos.	257		
10376	Supply and stacking of plant Hamelia patens of height 90-105 cm. bushy in big size HDPE bags as per direction of the officer-in-charge					Nos.	485		
10398	Supply and stacking of plant Plumbago capensis well developed with fresh and healthy 30 to 45 cm ht., with bloom in 20 cm Earthen Pot/Plastic Pot					Nos.	414		
<b>20</b>	<b>Seasonal Flower</b>								
	Potuleca, Celosia plumose( C.F), Zinnia, Sun Flower, Cocia, Zebers, Merry Gold, Dianthus, Liliun Bulb, Salvia Big, Genda, Gandraj, Champa, Dalie, Putinya, Guldowadi, Craladie, Dentus, Carnitation, Palam Tree, Seudana, Balsom perennials, Perennials plants & shrubs, Roses HT, Roses Floriwonda, Begonia, Hanging Basket plants, Crontons & shrubs, Dust Bin, Gamala base Demeter, Jharna, Plants (for summer & winter season), Gaillardia, Gladiolus, Bottom flower, Bal soom, Hedge (Golden Doranta), Bougaainvillea, Hydrangea, Rangan, Indoor plant, Hybrid carnation, Hybrid Zerbra, Beli, China palm(big size), Merrenta, Top fixno						5000		
<b>21</b>	<b>Lawn ( Grassing )</b>								
DSR 2.33	Providing and laying Neelgiri/Mexican grass turf with earth 50mm to 60mm thickness of existing ground prepared with proper level and ramming with tools wooden (Dhurmos) and than rolling the surface with light roller make the surface smoothen and light watering with sprinkler and maintenance for 30 days or more till the grass establish properly, as per direction of officer-in-charge.					sqm	1269		
DSR 2.56	Anti termite treatment of lawn area through premise 30.50% I P. one liter premise diluted in 499 liters water and applying solution @ 1.00 litre solution per sqm lawn or bed area.(two application) i/c cost of chemical)and as per direction of officer-in-charge.and as per direction of officer-in-charge.					sqm	1269		

22	Maintenance Total Cost for 24 Month								
2. DSR 2.39	Complete maintenance of the entire garden features having as per yard stick in the garden area i.e. lawn trees, shrubs, hedge, flower beds, foliage, creepers etc. including hoeing, weeding pruning replacement of plants, gap filling, watering, mowing of lawn, grass cutting by lawn mover and brush cutter, removal of garden waste, applying insecticide, pesticide & fertilizers (whenever required) top dressing of lawn with good earth and manure and maintenance of other garden related works as directed by office-in-charge (Cost of Good Earth, Manure, Fertilizer, Insecticide, Pesticide, lawn mover and brush cutter with fuel will be provided & all other T & P material/articles shall be provided by the selected agency/contractor.) This shall also include replacement of any dead and sickly plants in this period, providing and mixing of manure in soil and spraying of insecticides as required.								
2.39.5	Play grounds / Public parks Per Sqm (as per yard stick 1Mali =2.00Acre)			per Sq m per month	18		3473		
<b>Total Cost for Two Years (Including Maintenance Charge)</b>									

2. I/ We confirm and agree that we have reviewed all the terms and conditions of the Request for Proposal and conform that we would abide by all the terms and conditions. We hereby declare that there shall be no deviations from the stated terms in the RFP.
3. I/ we agree that my/our Financial Proposal shall remain valid for a period of 180 (One hundred and Eighty) days from the Proposal Due Date prescribed for submission of Proposal.
4. I/ we confirm that our Financial Proposal is unconditional and that we accept all terms and conditions specified in the RFP.
5. I / we agree to be bound by this offer if we are the Selected Agency for the said Assignment.
6. We further certify that we shall follow the Scope of Services, without any deviations, enumerated in this RFP, if the Assignment is awarded to us.

Sincerely,

Name of the Bidder

.....

Signature of the Authorised Person

.....

Name of the Authorized Person

*\*Note: Lowest Service Fee (L1) (Yearly Fee) shall be declared as Selected Agency for a period of two years.*