

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	07-05-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	07-05-2026 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Finance
विभाग का नाम/Department Name	Department Of Economic Affairs
संगठन का नाम/Organisation Name	Security Printing And Minting Corporation Of India Limited (spmciil)
कार्यालय का नाम/Office Name	3rd Floor Tower G World Trade Centre Nauroji Nagar
वस्तु श्रेणी /Item Category	Horticulture Service - Lumpsum based - General Maintenance of Garden/Lawn/Field/Nursery/Park, Maintenance of Potted/Container Plant, Development of Garden/ Lawn/ Field/ Nursery/ Park, Landscaping of Garden/ Lawn/ Field/ Nursery/ Park; Site Clearing, ..
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	15 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	50% Lowest Priced Technically Qualified Bidders
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य / Estimated Bid Value	3630842
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	Indusind bank
ईएमडी राशि/EMD Amount	73000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	Indusind bank
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00

ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).

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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

CHIEF GENERAL MANAGER
IDA Phase-II, Cherlapally, Hyderabad-500051
(India Government Mint, Hyderabad)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within $L1+X\%$	15

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant /

Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

6. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

7. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

8. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

9. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

10. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

11. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of prices from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L-1 to L-4). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer has chosen to split the bid amongst N sellers, then minimum N sellers would be taken to RA round. In case Primary products of only one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of sellers qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its reseller) if available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of Non MSE L-1 or if bid of any seller(s) eligible for Make in India preference is / are coming within price band of 20% of non MII L-1, then such MSE / Make in India seller shall also be allowed to participate in the RA process.

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

Price Schedule - [1775552499.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work(custom requirements if any):[1775471869.pdf](#)

Trees/Plants/Flowers list to be provided by Buyer if required for service provider's referemce:[1775471872.pdf](#)

Any other information to be provided by Buyer:[1775471876.pdf](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
21-04-2026 15:00:00	All interested bidders may visit the following address for the pre bid meeting on 21.04.2026 at 03:00 P.M. Query should reach to buyer within 19.04.2026 on purchase.igmh@spmcil.com or igmh.hyderabad@spmcil.com. Venue : India Government Mint, Hyderabad, IDA Phase-II, Cherlapally, Hyderabad 500051

Horticulture Service - Lumpsum Based - General Maintenance Of Garden/Lawn/Field/Nursery/Park, Maintenance Of Potted/Container Plant, Development Of Garden/ Lawn/ Field/ Nursery/ Park, Landscaping Of Garden/ Lawn/ Field/ Nursery/ Park; Site Clearing, .. (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Speci ficati on	मूल्य/ Values
कोर / Core	
Scope of Service	General Maintenance of Garden/Lawn/Field/Nursery/Park , Maintenance of Potted/Container Plant , Development of Garden/ Lawn/ Field/ Nursery/ Park , Landscaping of Garden/ Lawn/ Field/ Nursery/ Park
Service Inclusions	Site Clearing , Soil Quality Checking , Garden Designing , Soil Preparation , Planting Trees/Plants/Grass , General Maintenance of Plant (Mowing, Strimming, Laying, Sweeping, Watering, Weeding) , Applying Fertilizers , Applying Pesticides , Trimming & Pruning , Landscaping , Cleaning & Painting of Potted Plants , Preparation of Seed Bed , Potting Mixture , Seed Sowing , Irrigation , Weeding , Hoeing , Cutting
Propa gation Metho d to be used	As mentioned in bid document
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Chilamakuri Sravan Kumar	500051,India Govt Mint, IDA, Phase-II Cherapally, (R.R district) Hyderabad , Telangana	Project / Lumpsum Based	<ul style="list-style-type: none"> Estimated number of plants to be maintained/cultivated as per scope of work : 7500

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

1. **Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

India Government Mint, Hyderabad (A unit of SPMCIL)
payable at
Hyderabad

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

3. **Forms of EMD and PBG**

Bidders can also submit the EMD with Banker's Cheque in favour of

India Government Mint, Hyderabad (A unit of SPMCIL)
payable at
Hyderabad

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

4. **Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

INDIA GOVERNMENT MINT (A UNIT OF SPMCIL) -COLLECTION A/C
Account No.
201003484303
IFSC Code
INDB0000004
Bank Name
INDUSIND BANK
Branch address
0004 - HYDERABAD

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

5. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

India Government Mint, Hyderabad (A unit of SPMCIL)
payable at
Hyderabad

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

6. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

India Government Mint, Hyderabad (A unit of SPMCIL)
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

7. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

INDIA GOVERNMENT MINT (A UNIT OF SPMCIL) -COLLECTION A/C
Account No.
201003484303
IFSC Code
INDB0000004
Bank Name
INDUSIND BANK
Branch address
0004 - HYDERABAD

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

8. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

I. SCOPE OF WORK FOR MAINTENANCE OF LANDSCAPE OF GARDEN AT IG MH FACTORY & TOWNSHIP.

Sl.no.		Description	Unit of measurement	Quantity
1		Complete Maintenance of Landscape Area	Months	12
2.		Supply & Laying of Soil	Cubic Meter	150
3.		Supply & Laying of Nutrient & fertilizer	KG	3670
4.		Supply & Fixing of FRP Planters		
	i.	Supply & Fixing of Fibre Planters Cylindrical	Nos.	13

	ii.	Supply & Fixing of Fibre Planters Rectangular	Nos.	6
	iii.	Supply & Fixing of Fibre Planters Diamond	Nos.	16
	iv.	Supply & Fixing of Fibre Planters small cylindrical	Nos.	20
5.		Supply & Fixing of Indoor Plants		
	i.	Areca Palm	Nos.	10
	ii.	Red Palm	Nos.	5
	iii.	Peace Lily	Nos.	4
	iv.	Daffenbachia	Nos.	4
	v.	Costus	Nos.	60
	vi.	Bird of paradise	Nos.	4
	vii.	Rubber Plant	Nos.	3
	viii.	ZZ plant	Nos.	3
	ix.	Snake Plant Cylindrical	Nos.	4
	x.	Rader Machira	Nos.	15
	xi.	Ponytail Palm	Nos.	2
	xii.	Black ficus	Nos.	10
6.		Dibbling of grass	Square meter	82820
7.		Shrub & ground Cover Plantation		
	i.	Spider Lily	Nos.	200
	ii.	Duranta	Nos.	1000
	iii.	Gulphimia	Nos.	350
	iv.	Avalypha Green	Nos.	500
	v.	Bougainvillea	Nos.	1000
	vi.	Avalypha Red	Nos.	500
	vii.	Avalypha variegated	Nos.	500
	viii.	Nerium	Nos.	100
	ix.	Apollo Ficus	Nos.	350
	x.	Srilankan Malli	Nos.	1000
	xi.	Hemelia Patens	Nos.	700
	xii.	Murraya Paniculata	Nos.	140
	xiii.	Pandanua	Nos.	150
8.		Supply & Fixing of Tree plants		
	i.	Tabernaemotana	Nos.	2
	ii.	Cycas	Nos.	2

	iii.	Arecaarea Cookiee	Nos.	1
iv.	iv.	Pencil Pine	Nos.	25
	v.	Milingtona Hortensis	Nos.	1
	vi.	Mirchimery Green	Nos.	12
	vii.	Lagestromia	Nos.	2
	viii.	Juniper	Nos.	10
	ix.	Eugenia Dwarf	Nos.	24
	x.	Multihead Ficus	Nos.	1
	xi.	Temple Tree	Nos.	10
	xi.	Multihead Ficus(Thailand Variety)	Nos.	2

1. Complete maintenance of Landscape area at India Government Mint, Hyderabad(Herein referred as IGMH)

Sl.no.	Description	Unit of measurement	Quantity
i.	Complete Maintenance of Landscape Area	Months	12

- i. Deployment of skilled labourer and site supervisors for regular maintenance works at site, including horticulture upkeep, cleaning and related activities as per instructions of officer in charge
- ii. Cutting of designer hedge/edge removing of cut materials, cleaning, hoeing of hedge/edge bed watering manure and applying insecticides and fungicides etc.(excluding the cost of material which shall be supplied by the department) and as per directions of officer in charge.
- iii. Complete maintenance of trees (outside garden features), jobs like making of basin at regular i/c watering, weeding, pruning & application of fertilizer etc, (excluding the cost of material which shall be supplied by the department) and as per direction of officer in charge.
- iv. Complete maintenance of lawn includes activities like watering, weeding, application of fertilizer etc

2. Supplying and laying of Soil at Required places.

Sl.no.	Description	Unit of measurement	Quantity
i.	Supply & Laying of Soil	Cubic Meter	150

3. Supply and mixing of Nutrients & Fertilizers at site by mechanical transport, loading, unloading etc complete.

Sl.no.	Description	Unit of measurement	Quantity
3.	Supply & Laying of Nutrient & fertilizer	KG	3670

4. Supply, Stacking of fibre planters(FRP Pots) in grey/white colour with tray planters as per the design or approved by Officer-in-charge(thickness 4mm)

Sl.no.	Description	Unit of measurement	Quantity
Supply & Fixing of FRP Planters			
i.	Supply & Fixing of Fibre Planters Cylindrical (24" height, 12" dia)	Nos.	13
ii.	Supply & Fixing of Fibre Planters Rectangular: (24" height, 10" width, 10" height)	Nos.	6
iii.	Supply & Fixing of Fibre Planters Diamond: (12" height, 12" dia)	Nos.	16
iv.	Supply & Fixing of Fibre Planters small cylindrical: (26" height, 12" dia)	Nos.	20

5. Supply and fixing of indoor plants as per the design or approved by landscape architect.

Sl.no	Description	Unit of measurement	Quantity
Supply & Fixing of Indoor Plants			
i.	Areca Palm	Nos.	10
ii.	Red Palm	Nos.	5
iii.	Peace Lily	Nos.	4
iv.	Daffenbachia	Nos.	4
v.	Costus	Nos.	60
vi.	Bird of paradise	Nos.	4
vii.	Rubber Plant	Nos.	3
viii.	ZZ plant	Nos.	3
ix.	Snake Plant Cylindrical	Nos.	4
x.	Rader Machira	Nos.	15
xi.	Ponytail Palm	Nos.	2
xii.	Black ficus	Nos.	10

Supplying & Stacking of Selection no.1 grass at site fresh & free from weeds having proper roots in green including loading, unloading, carriage and all taxes paid etc. if needed (the grass and earth shall be paid for separately) and as per direction of officer in charge.

Sl.no.	Description	Unit of measurement	Quantity
i.	Dibbling of grass	Square meter	82820

7. Preparation of beds for hedging and shrubbery by excavating 25-30cm deep and trenching the excavated base to a further depth of 30cm, refilling the excavated earth after breaking clods or of good soil and mixing with manure in ratio of 3:1 (3parts of stacked volume of earth after reduction by 20% : one part of stacked volume of manure after reduction by 8 %), Flooding with water, filling with earth if necessary, watering and finally fine dressing, levelling etc. including stacking and disposal of materials declared unserviceable and surplus earth by spreading and levelling as directed (cost of manure or extra earth to be paid separately)

Sl.no.	Description	Unit of measurement	Quantity
Shrub & ground Cover Plantation			8.
i.	Spider Lily	Nos.	200
ii.	Duranta	Nos.	1
iii.	Gulphimia	Nos.	350
iv.	Avalypha Red	Nos.	500
v.	Bougainvillea	Nos.	1000
vi.	Avalypha Red	Nos.	500
vii.	Avalypha variegated	Nos.	500
viii.	Nerium	Nos.	100
ix.	Apollo Ficus	Nos.	350
x.	Srilankan Malli	Nos.	1000
xi.	Hemelia Patens	Nos.	700
xii.	Murraya Paniculata	Nos.	140
xiii.	Pandanua	Nos.	150

Supply of standard trees large size nurseries grown trees pruned during growth to produce a tight well rounded head and a straight stem clear of leaves or twigs. Trees shall have a 60 to 80 mm stem diameter at 1.0 metres above ground level, measurement to be taken from top of the root ball. The head shall be well balanced and rounded and contain at least four main branches with set of developed secondary branch system and a central leader, giving an overall height of 2.5 to 3.0 mtr at time of planting. Root ball dimensions : Diameter 600mm x 450mm deep minimum.

Branching/Leaf spread: 0.5-1.0 mtr diameter. Trees shall have a strong fibrous root system. supply shall include labourer & equipment cost of loading, unloading, transport to site, storage within site in protected area, watering & maintenance at stacking area until planted as directed by officer in charge.

Sl.no.	Description	Unit of measurement	Quantity
Supply & Fixing of Tree plants			

i.	Tabernaemotana	Nos.	2
ii.	Cycas	Nos.	2
iii.	Arecarea Cookiee	Nos.	1
iv.	Pencil Pine	Nos.	25
v.	Milingtona Hortensis	Nos.	1
vi.	Mirchimery Green	Nos.	12
vii.	Lagestromia	Nos.	2
viii.	Juniper	Nos.	10
ix.	Eugenia Dwarf	Nos.	24
x.	Multihead Ficus	Nos.	1
xi.	Temple Tree	Nos.	10
xi.	Multihead Ficus(Thailand Variety)	Nos.	2

II. Terms & Conditions:

1. The firm/contractor has to make own arrangements for getting tools, ladders, equipment, machinery, sc affolding, personal safety items and etc. towards complete execution of scope of work mentioned above.
2. The firm has to remove/clean any stains from the floor after execution of work.
3. If any waste debris generated while doing the works mentioned in scope, the same has to be collected and lifted from the Mint premises to outside of the Mint with contractor's own arrangements.
4. It is the responsibility of the contractor to provide necessary/ required PPE to the deputed working labour/ staff. under any circumstances IGMH will not be responsible for the accidents if any.
5. Proper care should be taken during excavation with machinery/manual excavation, in case of any damage to cables/ sewage line pipes during such excavation work, Firm is bound to repair, rectify and restore the same with his own expenses.
6. All works have to be carried out as per approved horticulture specifications.
7. The scope of work consists of execution of Jungle Clearance & Maintenance of existing Grassy lawn, hedges, flowers beds, ornamental / trees/ shrubs and Misc. job linked with Maintenance of Floriculture & Horticulture in Town ship & Factory Area. Any emergent work shall have to be executed by doing the work round the clock and / or after normal general shift (9:00 AM to 5:00 PM) for which nothing extra shall be payable to the contractor for doing the work during such period.

8. TREES & SHRUBS

- i. Watering of the saplings / trees as required keeping the moisture in the soil around the sapling/trees.
- ii. Cleaning of grass, weeds etc. turning up the soil around the saplings / trees and basins making shall be done after every watering.
- iii. Disposing off the grass, weeds as cleared from the area around the saplings/ trees to the designated place.
- iv. Pruning of the shrubs / trees shall be done as and when required.
- v. Felling/Trimming of trees from 300mm to 1200mm diameter shall be carried out under relevant. Contractor shall deploy diesel/petrol operated portable tree trimming/cutting saw for this work.
- vi. Stacking supporting of the shrubs/ trees shall be done as and when required.
- vii. Applying adequate quantity of good earth farm yard manure and /or chemical fertilizers at appropriate intervals to keep the saplings /trees in good health. Contractor will supply all input materials viz. good earth, farm yard manure, chemical fertilizers etc.
- viii. Applying adequate quantity of approved insecticide herbicide pesticide etc. at specified time / intervals by spraying or by any other mean for keeping the saplings/ trees in good health.
- ix. Protecting the saplings/ trees from fire, grazing, or any other acts of vandalism.

9. LAWNS

- i. Develop the lawns & maintain it. The lawns shall be watered properly and regularly and shall always be kept as green carpet.
- ii. The lawns to be kept free from unwanted growth / weeds and the same shall be removed along with their roots.
- iii. The lawns are to be periodically mowed, by hand lawn mower or through electric lawn mower or diesel lawn mower etc. as instructed by Engineer-in-charge. Electricity required for running Lawn mower shall be supplied free of cost by IGMH subject to availability. The lawn grass must be mowed when it attains a height of 2" to 3".
- iv. The lawns will have to be top dressed with good earth and farmyard manure in required quantities as per the directions of Engineer-in-charge. The farmyard manure, earth, fertilizers will be supplied by Contractor.
- v. The lawns will have to be rolled with lawn mower at regular intervals as per directions of Engineer-in-charge. It is also highlighted that for all lawns falling under the plots of Admin Block, Factory area, VIP Guest House & GM Bungalows and other Township residential areas, & plants shall be arranged by the Contractor. This includes manual / mechanical or diesel/electrical lawn movers for better execution of job shall be arranged by the contractor. The same may be suitably increased during monsoon, depending up the requirement at site.
- vi. Grass mowed / cut from the lawn area shall be disposed off at a disposal yard, as directed by the Engineer-in-charge.

10. HEDGES

- i. Watering of hedges as and when required to keep the moisture in the soil.
- ii. Grass / weeds received from turning up of the soil of the hedges shall be disposed off at a disposal yard, after every watering.
- iii. The grass weeded / cleared from the hedges along with cutting of hedges, shall be disposed off at a disposal yard.
- iv. Applying adequate quantity of good earth, farm yard manure and / or chemical fertilizers at appropriate intervals to keep the hedges in good health. The farmyard manure, earth, fertilizers will be supplied by Contractor. Payment for Supply shall be made under pertinent SO R Items.
- v. The hedges shall be kept in proper shape by cutting/ trimming.
- vi. Applying adequate quantity of approved insecticide, herbicide, pesticide etc. as required intervals by spraying or any other mean as required to keep the hedge in good health.

11. FLOWER BEDS (PERMANENT AND SEASONAL)

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- i. Watering of the saplings as and when required, to keep the adequate moisture in the soil, around the saplings.
- ii. The seasonal flowers shall be planted after every season, suitable for that particular season . Flowers shall be planted after preparation of beds as per directions of the Engineer-in-charge. Preparing new flower beds, wherever required, shall also be in the scope of contractor. However, seasonal plants shall be supplied by Contractor.
- iii. Applying adequate quantity of good earth, farm yard manure and / or chemical fertilizers at appropriate intervals to keep the plants in good health.

12. The contractor shall maintain consistent operational availability of at least following materials/equipment at all times throughout the contractual period to take up urgent jobs immediately as per requirement.

S.No.	Name of materials	Quantity
1	Diesel/Electrical operated lawn mower	01 Nos.
2	Wheel type hand lawn mower	01 Nos.
3	Diesel/petrol operated portable tree cutting saw	02 Nos.
4	Hose Pipe	To meet the requirement of water at lawns, Pipe along with connectors and clamps shall be kept available as per requirement.
5	Spraying pump	02 Nos.
6	Spades	03 Nos.
7	Axe	03 Nos.
8	Pick Axe	03 Nos.
9	Electric Hedge sheer	02 Nos.
10	Khurpies	05 Nos.
11	Sickles	05 nos.
12	Crow bar	05 Nos.

Note: - The above items are tentative, during the period of contract if some other items are required to maintain the landscape & garden then contractor will have to make arrangements at no extra cost to IGMH accordingly.

13. The contractor shall satisfy himself about the nature of job to be executed by physical inspection of the site of work in IGMH before offering their quotations. A brief scope of work for each lawn/ park is described below: -

s.no.	Location	Activities
i.	Site A	Ø New Plantation in Planter Boxes and their maintenance.
ii.	Site B	Ø Maintaining of Garden Features like Tree Plants, flower bed, shrubbery etc.
iii.	Site C	Ø New plantation, grassy lawn & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.
iv.	Site D	Existing plantation maintenance & New Plantation of Road Median as per approved schemes and its maintenance.
v.	Site E	Ø New Plantation in Planter Boxes and their maintenance.
vi.	Site F	Ø Maintaining of Garden Features like Tree Plants, flower bed, shrubbery etc. Ø New plantation, grassy lawn, shrubbery & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.
vii.	Site G	Ø New plantation, grassy lawn, shrubbery & landscape development as per approved schemes & maintenance.
viii.	Site H	Ø New plantation, grassy lawn, shrubbery & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.
ix.	Site I	Ø Maintaining of Garden Features like Tree Plants, flower bed, shrubbery etc. Ø New plantation, grassy lawn, shrubbery & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.
x.	Site J	Ø New Plantation in Planter Boxes and their maintenance. Ø Maintaining of Garden Features like Tree Plants, flower bed, shrubbery etc. Ø New plantation, grassy lawn, shrubbery & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.

xi.	Site K	<ul style="list-style-type: none"> Ø Maintaining of Garden Features like Tree Plants. Ø New plantation, grassy lawn & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.
xii.	Site L	<ul style="list-style-type: none"> Ø New plantation & landscape development as per approved schemes.
xiii.	Site M	<ul style="list-style-type: none"> Ø Maintaining of Garden Features like Tree Plants, Shrubbery along with grassy lawns around the play area. Ø New plantation & landscape development as per approved schemes. Ø Clearing of jungle and rank vegetation in remaining open spaces in specified intervals as instructed by EIC.
xiv.	Site N	<ul style="list-style-type: none"> Ø Development of indoor tropical garden with pebbles, stones, water body as per approved scheme. Ø New Plantation in Planter Boxes and their maintenance.
xv.	Site O	<ul style="list-style-type: none"> Ø Plantation of New Tree, Plants outside Garden limits in Factory & Township Areas and their maintenance including Felling/Trimming of new & old Trees as and when required by portable tree cutting machine and their disposal. Ø Clearing Road/ Site Blockages by disposing of Trees and Branches uprooted due to Storm/Cyclonic Winds/Rains etc.

14. For Jungle Clearance and Uprooting of Rank Vegetation work, the contractor should arrange the implements like kassi, pick axes and sickles etc. required for the job. However, depending upon urgency, quantum, density of jungle clearance work involved, the Contractor may be asked to deploy Blade Tractor at no extra cost to IGMH. Clearance of jungle in any area through fire shall not be permitted.

15. Deployment of Gardeners (Mali):- Contractor shall deploy workers / mali (Gardener) having knowledge of horticulture activities on various sites of lawns, as per the instruction of Officer-in charge. It will be obligatory on the part of the contractor to deposit P.F. / E.S.I. amount of all the mali (Gardeners) /labour engaged in this job. No extra claim, on this regard shall be entertained. In case of any emergency, contractor shall also deploy additional Semi Skilled mali /Unskilled Mali/ Beldar inside factory/Township area as per the instruction of Engineer in-charge.

16. Under any emergency/ requirement, malies can be shifted from the one location / site to another at the discretion of the Officer-in-charge. No objection of the contractor shall be entertained.

17. Contractor shall ensure the deployment of minimum mali (Gardeners) daily, as prescribed below against each area / location. This clause relates to Maintenance Works to be executed under as mentioned in the tender.

S.No.	Location/Garden Area	Min. Manpower to be deployed
	Site-A	2 Mali/Beldar
	Site-B	2 Mali/Beldar

	Site-C	2 Mali/Beldar
	Site-D	1 Mali/Beldar
	Open Space	To be worked out based on Landscape Area developed.

The minimum number of Mali/Beldar indicated above is tentative as per the existing Garden Limit Area/Features. However, as and when more landscape area is developed contractor shall deploy the manpower as per requirement basis. One Supervisor to be deployed by the contractor to look over all work at site.

Note:-

- Space at site free of cost for office-cum store for carrying out the job as per scope shall be provided subject to availability.
- Temporary LT Power Supply 3 phase, 50 Hz, 415 Volt with TPN free of cost shall be provided subject to availability.
- Water Supply at Single point for Watering of Gardens shall be provided subject to availability. However, Flexible Pipe Hose & Connectors, Clamps etc shall have to be arranged by the Contractor at his own cost.

9. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. **Experience & Past Performance**: The bidder should have experience of having successfully completed similar works i.e. Landscape/Horticulture Development and/or Maintenance contract in Public and/or Private Sector Factories/Office Complexes /Townships/Farm Houses/Commercial Buildings/ Public Parks & Playgrounds/Clubs/Guest Houses/Hotels/Resorts etc. during last 7 years ending on 31.03.2025
 - a. Three similar completed works each costing not less than the amount equal to ₹ 14.52 lakhs. or
 - b. Two similar completed works each costing not less than the amount equal to ₹ 18.20 lakhs or
 - c. One similar completed work costing not less than the amount equal to ₹ 29 lakhs
2. **Capability-Equipment & Manufacturing Facilities**: The bidders should be enlisted in either Central Public Works Department (CPWD) or Military Engineering Services (MES) or any other Government/PSU/Autonomous bodies.
3. **Financial Standing**:
 - a. The average annual financial turnover of the bidder during the last three years, ending on 31.03.2025, should be at least ₹ 15 lakhs as per the annual report (audited balance sheet and profit & loss account) of the relevant period i.e. of FY 2022-23, 2023-24 & 2024-25, duly authenticated by a Chartered Accountant.
 - b. The net worth of the Bidder should not be negative on 31.03.2025 and also should not have eroded by more than 30% in the last three years, ending on 31.03.2025.

Note: For Start-ups (registered for the tendered item) all financial criteria shall be exempted. However, its capacity and capability may be verified.

4. The bidder shall submit acceptance of scope of work as mentioned in the bid document.

5. IMPORTANT INSTRUCTIONS TO BIDDER FOR FILLING THE PRICE SCHEDULE:

- I. The price schedule uploaded by the buyer contains two parts:
- II. Part A: Annual maintenance charges for 12 months
- III. Part B: Supply of trees/plants/shrubs etc. as per scope of work
- IV. The bidder has to quote for both part A and part B. Total amount (part A + Part B) to be provided at the provision given by GeM portal for submission of the price.
- V. Bidder should compulsorily fill with their prices as per the format provided and upload the price schedule.

Please refer the uploaded price schedule for more detail.

10. Buyer Added Bid Specific SLA

Text Clause(s)

- I. The contractor will have to deploy at least 1 (One) Supervisor with proper power of attorney / for supervising the work, taking instructions from Officer-In-Charge. The said supervisor must be able to communicate in either Hindi or English in addition to Telegu. The quoted rates of the Contractor shall be deemed to include the above provisions.
- II. IGMH does not guarantee any quantum of work to be executed.
- III. The work is to be executed at all heights, depths and levels and nothing extra will be paid on this account beyond the quoted/agreed rates, except wherever mentioned / applicable.
- IV. Contractors who will be registered under this contract may have to work round the clock for executing the emergent jobs informed at short notice against job/work orders. Emergent jobs are to be executed at any time round the clock as directed by Officer-in-Charge and no extra payment beyond the quoted/agreed rates shall be made on any account.
- V. Contractor has to maintain a small Office-cum-Store in the premises area where his responsible representative(s) will be available for receiving instructions, job orders etc. throughout the contract period. The department will give space for store/site office and the contractor will have to vacate the land at the expiry of contract period failing which dues shall not be released.
- VI. The agency will work in such a manner, which will not disturb the office environment. Certain jobs shall be carried out at the convenience of IGMH, which can only be executed after office hours and/or on holidays. To carry out these works, agency shall deploy workers at such convenient timings only. Nothing extra shall be payable on account of odd hours of working and/or waiting time for availability of site for work.
- VII. Contractor shall not employ in connection with the work, any person who has not completed Eighteen (18) years of age.
- VIII. Unless otherwise specified and except for such works for which the separate rates have been called for and accepted by IGMH, the all other arrangements for all types of staging / scaffolding, to approach the site for executing the work, has to be arranged by the contractor at his own cost within the quoted / finally agreed rates as per work order.
- IX. For doing the work anywhere inside IGMH premises the workers, supervisors, shall be required to obtain necessary Gate Passes as per Format approved by IGMH Management. The same shall be required to be renewed from time to time.
- X. All consumable, non-consumable materials are to be got entered in the register being maintained by contractor & IGMH personnel. All the material brought shall have the entry at Factory gate. Afterwards the material shall be brought outside if required for other sites as per the procedures of IGMH.
- XI. If there are varying or conflicting provisions made in any one document forming part of the contract, the decision of Engineer In charge shall be final and binding on the contractor.
- XII. In case of any class of work for which there is no such specification as laid down in the contract, such work shall be carried out in accordance with the instructions and requirement of the Engineer in-charge.

- XIII. Payment Terms: Payment shall be made on monthly basis on actual work done after submission of bills and certification by IGMH officials.
- XIV. Delivery Period:
- Annual comprehensive maintenance work: 12 Months from the date of issue of contract.
 - Supply and Services activity: 04 Months from the date of issue of contract.
- XV. Penalty: All the horticulture activities of the lawn shall be monitored on monthly basis. In case, the contractor do not follow up the instructions for execution of lawn/mowing/hoeing/cutting of edges etc. as per the site requirement, then lumpsum deduction on pro-rata basis (on monthly rate quoted) of affected area shall be made as detailed below as penalty for that particular month:
- Deduction for not mowing the lawn, hoeing the beds, trimming of hedges/trees, cleaning the lawn: 2% of the quoted monthly rate.
 - The plants/trees/lawn grass/Shrubs/Flowering plants/hedges etc. supplied by the firm to be maintained throughout the year. If any plants/trees/lawn grass/Shrubs/Flowering plants/hedges etc. does not survive during the contract period, the firm has to replace them free of cost.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

- Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
- Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
- Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
- Creating BoQ bid for single item.
- Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
- Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
- Floating / creation of work contracts as Custom Bids in Services.
- Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
- Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
- Seeking experience from specific organization / department / institute only or from foreign / export experience.
- Creating bid for items from irrelevant categories.
- Incorporating any clause against the MSME policy and Preference to Make in India Policy.
- Reference of conditions published on any external site or reference to external documents/clauses.
- Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
- Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
- Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
- In a category based bid, adding additional items, through buyer added additional scope of work/ additional

terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---