

Haryana Forest Development Corporation Ltd.

(A Government of Haryana Undertaking)
Forest Complex, Sohna Road, Near Courts, Gurugram-122001
Tel : 9555912238; E-mail: rmhfdc_ggn@yahoo.co.in

No. GM/HFDC/GGM/02/2024-25

Dated: 23.07.2024

E-tender: Maintenance of 4510 plants with replacement at Dwarka Expressway (NHAI)

Online tenders are invited under Two-Bid system from reputed agencies & bonafide eligible contractors/Labour Co-operative & Construction Societies registered with Haryana Forest Development Corporation (HFDC)/Haryana Forest Department for the plantation/maintenance works as mentioned under:

Sr. No.	Tender No. & Name of Work	Estimated Value (Rs.)	EMD (Rs.)	Period
1.	Maintenance of 4510 plants with replacement at Dwarka Expressway (NHAI)	984000.00	20000.00	Upto 31 March 2025

The first requirement to participate in e-tender is to have digital signature and the registration of tenderers with HFDC/Haryana Forest Department and Haryana E-Procurement.

The tender document and e-service charges of Rs. 2360/- (Rs. 1180/- cost of tender document + Rs. 1180/- e-service charges) are to be paid online through e-procurement portal <http://etenders.hry.nic.in> & the tender documents are available on the website <http://etenders.hry.nic.in> from 23.07.2024.

The details terms and conditions and tender documents may be downloaded from the website of <http://etenders.hry.nic.in> on or before 31.07.2024. The bids may be submitted online by 31.07.2024 before 02.00 PM and the bids shall be opened in the presence of tenderers or their authorized representatives who wish to be present on the same day i.e. **31.07.2024 at 04.00 PM** in the office of the General Manager, Haryana Forest Development Corporation, Gurugram. In case of any holiday on the day of opening, the e-tender will be opened on the next working day at the same time.


General Manager
HFDC Ltd., Gurugram

Haryana Forest Development Corporation Ltd.

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Forest Complex, Sohna Road, Near Courts, Gurugram-122001

Tel : 9555912238; E-mail: rmhfdc_ggn@yahoo.co.in

No. GM/HFDC/GGM/02/2024-25

Dated: 23.07.2024

TENDER APPLICATION FORM

In response to the Tender Notice No. GM/HFDC/GGM/02/2024-25 Dated: 23.07.2024, I/We do hereby offer following rate for works mentioned below for the Maintenance of 4510 plants with replacement of plants at Dwarka Expressway (NHAI).

Sr. No.	Name of work	No. of Plants	Amount (%) payable by the HFDC, Gurugram towards SOR	The Percentage of SOR at which I am/we are willing to work (Contractor's Profit)
1.	Maintenance of 4510 Plants with 30% Replacement at Dwarka Expressway (NHAI)	4510	100	

Note:

1. Rates should quoted on the basis of total cost of all the items taken together for approved technical bid.
2. The bidder should assess all the factors including the future increase in the Minimum Wages etc. while quoting the rate, as the quoted rate shall remain the same for the entire contract period.
3. General Manager, HFDC, Gurugram is at liberty to increase or decrease the quantity mentioned. Items mentioned may be dropped also keeping in view the requirement of stores/service components at the site/field at the time of placing the work order.
4. Protection from grazing, browsing and damages due to biotic interference.
5. Watch & ward: Firm/Contractor would be required to provide for Watch & Ward for 24 hours x 7 days, throughout the contract period.
6. All statutory obligations under Minimum Wages Act, Contract Labour Act, GST (although GST on forestry works is nil rated) etc. shall be followed by the Contractor. Any report of deviation of violation may lead to termination of contract.
7. All material/service inputs for the above mentioned works shall be provided by the successful tenderer/contractor.
8. The quantity mentioned above may increase or decrease as per requirements of site.
9. Protection of plantation, upkeep, cleanliness is inclusive of above works under contract.

Signature of the tenderer/Applicant

Name:

Address:

Tel/Mobile No.

Email:

TERMS & CONDITIONS OF THE E- TENDER

1. E- Tenders are invited for work of Maintenance of 4510 plants with 30% replacement at Dwarka Expressway (NHAI).
2. The successful tenderer/bidder shall be required to execute the work as specified in the Tender Application Form within 10 days time from the date of communication of the approval of the Competent Authority.
3. Estimated cost of work : Rs. 984000.00
4. Participation in the online bid shall amount to bidder's acceptance of the terms and conditions of the tender.
5. The bidder shall submit on or before the date given in the Notice Inviting e-Tender, the Technical Bid and the Financial Bid online in the prescribed format given in e-Tendering site.
6. The Technical Bid should consist of the following documents:
 - a. Self Attested copy of forestry works executed in past
 - b. Self Attested copy of Registration with HFDC/Haryana Forest Department/Other Govt. Departments.
 - c. Self Attested copy of PAN Card
 - d. Self Attested copy of Registration with EPF.
 - e. Self Attested copy of Registration with ESI
 - f. Self Attested copy of Registration of Labour Department.
 - g. Self Attested copy of GSTN No.
 - h. Self Attested copy of Aadhar card
 - i. Self Attested copy of Turnover Rs. 50 lacs
 - j. Bank Detail
 - k. Annexure-II- Affidavit (duly attested by Notary Public)

Tenderer/Bidder must submit copies of all documents required through online.

7. **Financial Bid** : The Tenderer/Bidder shall quote the rates in the prescribed form for Price Bid given in E-Tendering site against this tender on a 'single responsibility' basis such that the Tender price covers contractor's all obligations and liabilities. The rates and prices quoted by the Bidder shall be inclusive of all Taxes. The rate quoted shall be responsive and the same should be inclusive of all Statutory obligations such as Minimum Wages, ESI, PF contributions, wages for leave reserve, service charges, all kind of taxes etc. the offers of those prospective bidders which do not meet the statutory requirements are liable to be rejected. Conditional bids/offers will be summarily rejected
8. The tenderer/Bidder is expected to examine all instructions, Forms, Terms and Conditions in the Tender document before participation in this e-tender.
9. In case the tenderer/Bidder has any doubt about the meaning of anything contained in the tender document, he shall seek clarification from the office of the General Manager, Haryana Forest Development Corporation Ltd., Forest Complex, Sohna Road, Near Courts, Gurugram-122001 (Haryana), Tel. No. 9555912238, E-mail- rmhfdc_ggn@yahoo.co.in
10. The bidder may visit the site before bidding if they desire to visit with prior information to above address.
11. Bid securities (EMD) of the unsuccessful tenderer/bidder will be returned to them at the earliest.
12. The successful tenderer/bidder shall execute an agreement with General Manager, Haryana Forest Development Corporation Ltd., Forest Complex, Sohna Road, Near Courts, Gurugram-122001 (Haryana)
13. The Technical Bids will be opened in the presence of the Tenderer/Bidders or their representatives who choose to attend at the appointed place and time. The Qualification for the technical bid shall be based on the online receipt of all the documents required & listed above in clause No. 6 on or before the closing date and time of bidding.
14. Financial Bids/Price Bids of only the technically qualified bidders will be opened for evaluation in the presence of qualified bidders who choose to be present at the time of opening of Financial Bids. Rates shall be compared on the basis of total cost for all the items taken together for approved Technical bid.
15. The Offers of tenders not accompanied by documentary proof or do not meet the eligibility criteria as mentioned above shall not be considered. Canvassing or negotiation, direct or indirect, would render the tender liable for exclusion from consideration.
16. The General Manager, HFDC, Gurugram or higher authority of HFDC reserves the right to accept or reject any or cancel the tender without assigning any reason thereof.
17. The HFDC is not bound to accept the lowest rate/cost or any bid and may at any time by notice in writing to the bidder(s) terminate the tendering process.
18. The payments may be released on submission of running bills of Quarterly on verification of the works executed by the tenderer field staff of HFDC and after deducting Income Tax or any other tax or duties as liable as per the prevailing Act/Rules and the instructions/guidelines issued by the Government from time to time.

19. HFDC may terminate the work order if it is found that the contractor is black listed on the previous occasions by any of the Government Departments/Institutions/Local Bodies/Municipalities/Public Sector Undertakings etc. and all the amount paid for subject work will be recovered from the Bidder.
20. The successful Tenderer/Bidder shall ensure full compliance with Tax laws of India with regard to the work order(s) and shall be solely responsible for the same. The successful bidder will comply all the rules & regulations of the land with latest circular/orders issued by various Government Departments applicable to the work and bidder will be solely responsible.
21. Failure of the successful tenderer/bidder to comply with the requirements of above clauses shall constitute sufficient grounds for the annulment of the work order and forfeiture of Bid Security/Performance Security.
22. The successful bidder has to complete the work within the assigned period. Extension may be provided considering the request of the bidders having sufficient genuine reasons for the same and on recommendation of the field staff.
23. The successful bidder has to produce duly completed books of accounts/documents as and when required by HFDC.
24. The rates quoted by the tenderer shall remain valid for the entire period of contract and HFDC shall not be responsible for payment of any extra payment on account of escalation of costs/increase in Minimum Wages etc. during the said period.
25. In the event of non-execution of the work in the prescribed period, the EMD shall be forfeited with the HFDC and the balance work, if any, shall be got executed at the risk and cost of the tenderer by rescinding the contract for the reasons to be recorded by GM, HFDC, Gurugram in writing and may be blacklisted for future.
26. HFDC shall not be responsible for payment of any compensation on account of any loss caused to the tenderer due to natural calamities or other supervening impossibilities.
27. The success bidder shall not construct any permanent structure at the site of work and shall have no right on the land or asset of the Government. Temporary structures for labour may be allowed with the written permission of GM, HFDC, Gurugram.
28. Any complaint of less wage payment/delay in payment of wages may also lead to imposition of penalty including forfeiture of performance guarantee.
29. The work will be carried out in strict supervision of field staff of HFDC and the contractor is also advised to keep his forestry expert on site for carrying out of the works technically.
30. The work envisaged shall include maintenance, watch & ward and silviculture operations as directed by field staff of HFDC.
31. The tenderer shall abide by the provisions made under the Labour Laws and other relevant Statutes as applicable in execution of the work and shall be responsible for making good/ payment of compensation, if any, to any workman or material during execution of the contract.

32. The Success bidder should ensure adequate protection for the plantation created at the site as well as the Govt. infrastructure existing at the site.
33. In no circumstances, the successful bidder would be allowed to sublet the works in part or whole of the contract, assigned to them.
34. Any dispute or difference arising out of this contract will be resolved through joint discussion of the authorized representatives of the concerned parties. However, if the disputes are not resolved by the joint discussions, then the matter will be referred for Chief General Manager, HFDC, Gurugram/AMD, HFDC whose decision will be binding on both the parties.
35. All disputes arising out of the execution of the agreement shall be subject to the jurisdiction of the Court at Gurugram only.

Signature of the Contractor or His Authorized Nominee

Mobile No.

E-mail address:.....

Detail of work

Estimate for maintenance of 4510 plants at Dawarka Expressway (NHAI-48)			
Spacing of plants 5m x 4m/spacing may be vary as per NHAI direction)			
S.No.	Items	Unit	Qty.
1	Clearing of Weeds, bushes in strips between plantation rows	Hact.	4.51
2	Re-opening of pits- 1400 x 0.6m x 0.6m x 0.6m	M3	303
3	Purchase of Tall Plants	No.	1400
4	Loading Unloading of Plants	No.	1400
5	Carriage of plants	No.	1400
6	Planting of Plants	No.	1400
7	Irrigation (6 times per month)	No.	18040
8	Purchase of water	No.	30
9	Weeding and Hoeing (2 times)	No.	9000
10	Cost of wage of protection watcher 5 nos. per month	No.	40

Undertaking on Letter Head of the Firm/Agency

Having carefully read all the mentioned terms and conditions of the Tender No. dated, I/we, the undersigned, do hereby certify that all the statement made in the attachments are true and correct. I/we hereby undertake that I/we to fully agree the terms and conditions of the tender and unconditionally. I/we also undertake to abide by the bid validity of 240 days or as may be fixed by the HFDC. I/we also hereby certify that our firm/agency has not been blacklisted by any government agency.

Dated...

Signature of the bidder

Place

Name

Annexure-II

Affidavit

(To be attested by Notary Public)

1. I do hereby certify that all the statements made in the required attachments are true and correct.
2. I do hereby certify that neither our Firm nor Company has abandoned any work in Government Departments/Boards/Corporation etc. or any contract awarded to us for such works have been rescinded prior to the date of this bid.
3. I do hereby certify that neither our the firms has blacklisted by any Government Departments/Boards/ Corporation etc. nor any criminal case is registered against the Firm or Company or its owner/partners anywhere in India.
4. I abide by the provisions of minimum wages act, contract labour act and other statutory provisions like EPF/ESI/GST etc. and any other charges applicable from time to time and shall be fully responsible for all compliance & violation, if any.
5. I accept all the terms and conditions without any condition.

Date:

Place:

Signature of the Bidder/

Authorized Representative

Haryana Forest Development Corporation

(A government of Haryana undertaking)

Office: General Manager Haryana Forest Development Corporation Ltd., Gurugram
Sohna Road, Forest Complex, Gurugram-122001 (Haryana)

Telephone: 9555912238

E-mail: rmhfdc_ggn@yahoo.co.in Website: www.hfdc.gov.in

TENDER APPLICATION FORM (TECHNICAL BID DOCUMENT) (To be filled by the Tendered)

TENDER APPLICATION FORM- PART-I

Tender for (Name of Work) : Maintenance of 4510 plants with 30% replacement at
Dwarka Expressway (NHAI)

From:

.....(Name in block letters)

.....
.....(Address in full).

To

The General Manager
HFDC, Gurugram

Sir,

In response to the Tender Notice No. _____ Dated _____.

I..... hereby declare that I have read all the conditions carefully and having agreed to them fully and unconditionally have submitted the financial bid online. The details mentioned above are true to my knowledge and the documents as listed below are attached herewith.

Documents to be submitted:-

- Signed copy of terms and conditions pages.
- Self Attested copy of forestry works executed in past
- Self Attested copy copy of Registration with HFDC/Haryana Forest Department/Other Govt. Departments.
- Self Attested copy of PAN Card
- Self Attested copy of Registration with EPF.
- Self Attested copy of Registration with ESI
- Self Attested copy of Registration of Labour Department.
- Self Attested copy of GSTN No.
- Self Attested copy of Aadhar card
- Self Attested copy of Turnover Rs. 50 Lakh
- Bank Detail
- Annexure-II - Affidavit (duly attested by Notary Public)

Signature of contractor or
Authorized representative of Agency/Firm/Society

Date _____
Place _____

Annexure-III (Standard Agreement Form)

(TO BE EXECUTED ON A NON JUDICIAL STAMP PAPER)

AGREEMENT made this _____ day of _____ 20____ Between Shri/ M/s. _____ of _____ (hereinafter referred to as the "Contractor", which term shall unless the context indicates otherwise, include, besides the said contractor his heirs, executors, administrators, legal representatives and assigns) of the one part and the General Manager, Haryana Forest Development Corporation Limited, Gurugram (hereinafter called the "HFDC") of the other part.

WHEREAS tenders were invited by the HFDC as per tender No. _____ dated _____ issued by the General Manager for the works mentioned in E-Tender Document under heading SCOPE OF WORK.

WHEREAS the contractor has in his tender dated _____ addressed to the General Manager, HFDC, Gurugram submitted his tender for the works mentioned E-Tender Document under heading SCOPE OF WORK for a period ending on 31.03.2025 and has undertaken to carry out all works according to the specifications/guidelines contained in the conditions/special conditions hereinafter appearing, at his own cost.

WHEREAS the said tender of the contractor has been accepted by the General Manager subject to the terms, covenants, conditions, special conditions and provisions hereinafter appearing.

WHEREAS the contractor has deposited Rs./- as security for the due fulfillment by him of the terms, covenants, conditions, special conditions and provisions hereinafter contained.

WHERE AS it is understood by and between the parties that the terms and conditions set out in the tender document and the conditions of contract together with all schedules, drawings, sketches, rules appended here to form part of this agreement.

NOW THESE WITNESS that for carrying out the said agreement into execution the contractor for himself, his heirs, executors, administrators, legal representatives and assigns and the General Manager acting for and on behalf of the Haryana Forest Development Corporation Limited, Gurugram and his successors and assigns do here by mutually contract with the other and others of them as follows:-

Signature of contractor or
Gurugram
Authorized representative of Agency/Firm/Society

General Manager, HFDC,