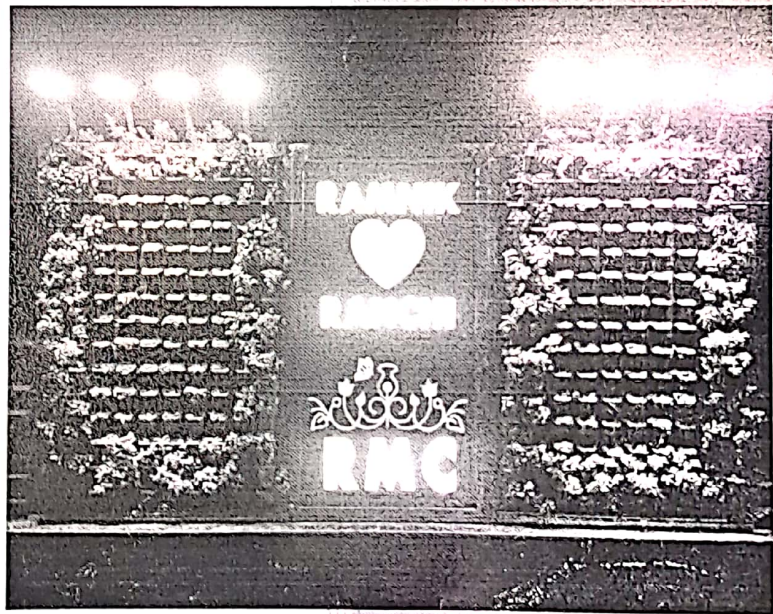
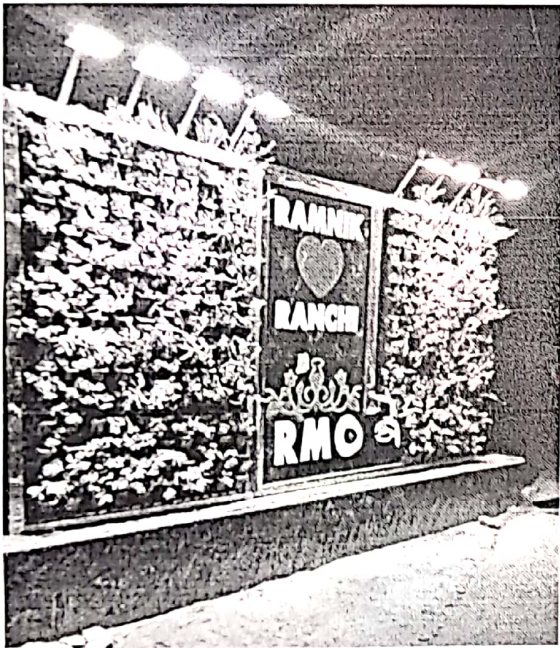




Tender for Repair & Maintenance of Vertical Green Wall



2/24



RFP Reference No.1234..... Dated 03/10/2023

REQUEST FOR PROPOSAL (RFP)

FOR

**“Repair & Maintenance of Vertical Green Wall
under Ranchi Municipal Corporation Area”**

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Disclaimer

Ranchi Municipal Corporation (RMC) has prepared this Bid document to give the interested parties the background information on "Repair & Maintenance of Vertical Green Wall under Ranchi Municipal Corporation Area". While RMC has taken due care in the preparation of the information contained herein and believe it to be accurate, neither RMC nor any of its authorities or Bidders nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents shall be required to confirm. They do not rely on the information given in this document in submitting the tender.

RMC reserves the right not to proceed with the selected bidder at any point of time or to change the requirements of the work to alter the time table reflected in this document or to change the process or procedure to be applied.

RMC also reserves the right to decline to discuss the matter further with any party intending to submit the bid. No reimbursement of cost of any type shall be paid to persons or entities submitting the tender.

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Schedule of Bidding Process and Particulars of Bid

S. No	Information	Details
1	Particulars of the work	Repair & Maintenance of Vertical Green Wall under Ranchi Municipal Corporation Area
2	Period of Work	Initially for a Period of Two Year which can be renewed further based on performance.
3	Publication of RFP	By 05/10/2023
4	Period of availability of RFP for Bidding	From 05/10/2023 to 12/10/2023
5	Cost of Application Document	10,000.00
6	Amount of Earnest Money to be Deposited in form of DD in favor of Municipal Commissioner, Ranchi Municipal Corporation, Ranchi	35,000.00
7	Pre bid meeting	07/10/2023 at 3.00 pm
8	Last date of receipt of queries (through post or direct submission at office)	07/10/2023 till 5.00 pm
9	Last date and time of receipt of proposals (through Speed Post /Registered post only/ Direct Submission at Office)	12/10/2023 till 3.00 pm
10	Date and Time of Bid Opening Validity of Bid	Decided by Procurement Committee of RMC in presence of the tenderers or their authorized representative, if present.
11	Address for submission of written queries for clarifications	Horticulture Cell, Ranchi Municipal Corporation, Kutchery, Ranchi - 834001
12	Validity of Bid	180 days from the date of opening



A. OBJECTIVE & SCOPE OF WORK

The Primary objective of this work is for making vertical garden green and lights operational 24 x 7 in Ranchi City by providing better quality support for repair and maintenance to vertical garden with a view that it enhances the beauty of city. This includes:-

- ✓ Maintain a Regular watering of plants
- ✓ Prevent failure of LEDs
- ✓ Checking & correction of controller components, LED Light driver, switches, contacts, terminals, timers and fault Log
- ✓ Detection of cable faults
- ✓ Replacement of plants as per requirement
- ✓ Replacement of plastic pot as per requirement
- ✓ Repair of acrylic letter LED light board
- ✓ Fertilizer for plants
- ✓ Disease and pest control of plants
- ✓ Maintain a Regular Pruning Schedule.
- ✓ Gps photographs of maintenance work

Operational maintenance: This type of maintenance is the periodic scheduled (every day) operational maintenance to minimize existing and future problems. This maintenance includes the watering of plants, replacement of dead plants, detection of cable faults, repair of LED light and acrylic letter board light and other activities like regular pruning of plants.

Third Party Damage: In case of any damage due to accident or any other reason or shifting of lights and its accessories due to any govt. activity, if there will be any requirement of replacing any major parts restricted to (a) Plastic Pot (100/150 mm) (b) LED Light (c) Acrylic letter LED light board 8'0" x 4'0" with all accessories (d) shifting of vertical garden with Civil Work (e) 2 core 6 sqmm cable (f) Pot Stand (3 pot) 1'8" x 0'6" (g) Granite 60 sqft approx (h) Stainless steel Grade-304 dimension 16'0" x 8'0" only the rate of these parts or activities associated with will be paid by RMC explicitly. Other charges will be the part of AMC

The bidder will maintain a team of electrician and gardener personnel to maintain the vertical green wall continuously over contract period.

The response time for emergency maintenance would be 2 hours and for operational maintenance 12 hours.

The quality of spare or new fixture should be same as of the installed fixture or system which will be installed (if required) after the verification & approval of competent authority of RMC.

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The bidder has to take the responsibility of repair & maintenance of the entire installed vertical green wall up to the project period. The fixture repairing shall be done free of cost for the warranty period. RMC shall not provide any manpower or machinery support for the above task.

B. GENERAL TERMS & CONDITIONS AND ELIGIBILITY CRITERIA

- i) The sealed packets submitted by post should reach and delivered in the office within the stipulated date and time positively. The department will not be held responsible for any delay or loss or damage of the Bid documents during transit and in such events the bids stands rejected summarily. The sealed cover shall be received in the office of Horticulture, Ranchi Municipal Corporation.
- ii) The tender should be submitted in two envelopes i.e. :
 - a: Technical Bid document along with EMD and tender fee
 - b: Price Bid. There should be proper indication of the contents on each envelope.
- iii) The Bidders shall seal the envelope No.1 Technical envelope and envelope No.2 Commercial envelope in separate inner envelopes, duly marking the envelopes as "envelop No.1, Technical Envelope" and "envelope No.2 Commercial Envelope". He shall then place these two envelopes in an outer envelope.
- iv) The **Technical bid** envelope should contain the following:
 - a) Affidavit regarding non blacklisting by any govt/PSU.
 - b) Document related to experience in the business of installation & maintenance of vertical green wall. (Attach experience certificate)
 - c) Documents showing GSTIN, PAN and ESIC registration.
 - d) Details of tender fee and EMD.
 - e) Audited annual balance sheet of last 03 (three) years in support of turnover.
 - f) Mention the technical details in Annexure 01 also.
 - g) Document related to trade license for work must be provided.
- v) **Commercial bid**
 - a) The envelop of commercial bid will be open only for those bidder who would qualify in the technical bid. The lowest rate (L1) will be decided on the basis of the total quoted amount.
 - b) Rate must be quoted in a attached format provided in Annexure 02.
 - c) Prices/rates should be inclusive of all taxes and charges. RMC shall not provide /not bear cost of or any additional items.
- vi) Any bid received by the Tendering Authority after the deadline for submission of bids prescribed by the Tendering Authority, will be rejected and/or returned unopened to the Bidder



- vii) The bidder must be a proprietor, firm, company. JV not allowed.
- viii) Bidders shall have a team of experienced personal who possess good knowledge / Experience of minimum one year for maintenance of vertical green wall. (*Attach experience certificate*)
- ix) The Bidder should have average annual financial turnover during the last three years (2019-20, 2020-21 and 2021-22) should not be less than Rs. 50 Lakhs.
- x) RMC reserves the right to undertake confidential verification of the bid documents received. Discrepancies found, if any, will deal as per the law.
- xi) Rates/Prices to be quoted should be inclusive of all taxes, freight, insurance, charges, etc. Each quantum of payment to be made by RMC to the agency shall be subject to statutory deductions/retention as per relevant practices and rules.
- xii) Tender shall be written in English and the proposal and all the associated documents will be submitted either in English or Hindi language. Documents in other language will not be considered unless and until it's translated version is not submitted with it.
- xiii) The firm should submit valid GST Clearance certificate from the competent authority along with the tender paper.
- xiv) The Municipal Commissioner reserves the right to reject any or all of the tenders without assigning any reasons.
- xv) The successful tenderer shall furnish a performance bank guarantee (BG)/NSC/TD of 05% after the award of work in favor of MC, RMC Ranchi. In case of successful bidder EMD shall be converted and adjusted against the security deposit and for unsuccessful bidder the EMD shall be returned after award of the work to the successful bidder.
- xvi) Site Inspection: Bidder(s) are deemed to have got acquainted with the site conditions and also advised to visit the site sufficiently in advance of the date fixed for submission of tender.
- xvii) Before tendering, the bidder shall visit all sites and satisfy himself to the prevalent conditions and quote accordingly.
- xviii) Bidder should have at least one office of their own having their own engineers/technicians in Ranchi.
- xix) Bidder should have to maintain the vertical green wall for two year.
- xx) Bidder should visit site initially which included attributes relevant to location, condition of vertical garden before quoting rate.
- xxi) List of vertical green wall is installed is mentioned in Annexure-03

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xxii) No. of vertical green wall mentioned in annexure-03 may increase or decrease.

C. PAYMENT TERMS :

Payment will be done on monthly basis.

During inspection of RMC team if it is found that bidder is not maintaining the plants and lights of vertical green wall properly, RMC will have the authority to hold further payment for those vertical green wall till it is rectified satisfactory.

The rate shall be all inclusive all taxes and any other charges. The payment will be subject to the provisions of the Income Tax Act, 1961 i.e., Tax will be deducted at source with Cess/ Surcharge, at the prevailing rates, from the gross amount of bill submitted.

D. PENALTY

A penalty of 10% of the quoted rate will be imposed for failure to respond during maintenance work.

E. LEGAL DISPUTE AND JURISDICTION OF COURTS

In case any claim, dispute or difference arising in respect of the contract, the cause of action there of shall be deemed to have arisen in Ranchi and all legal proceedings in respect of any such claim, dispute or difference shall be dealt with amicably between the two parties or settled at Ranchi Court Only.

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DETAILS TO BE FURNISHED BY THE BIDDERS

1. Name of the Firm/Company: _____
2. Class of Registration with validity date: _____
3. Value of Registration: _____
4. Address for Communication: _____
5. Telephone/Mobile Number: _____
6. E-mail: _____
7. Details of Proprietor/Partner/Director

Name	Address	Qualification and Experience

8. Annual Turnover of the Firm/Company during previous three Financial Years for supply of cartridges (Certified copies of audited Balance Sheet to be submitted):

Financial Year	Annual Turnover(Rs)	Copies of audited Balance Sheet enclosed(Yes/No)
Previous Financial Year(2019-20)		
2nd Previous Financial Year(2020-21)		
3rd Previous Financial Year(2021-22)		

Handwritten mark

9. PAN, TIN Number of the Firm/Company: _____

10. Service Tax Registration No.: _____

11. EMD Draft Number/Date & Name of the Bank: _____

This is to certify that the above facts are true complete and correct to the best of my knowledge and belief. Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice.

I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the Tender and agree to abide by these terms and conditions.

Name, Signature & Seal of the Firm/Company

1/2024

PRICE BID

To,
The Municipal Commissioner,
Ranchi Municipal Corporation,
Ranchi.

Sir,
We have examined the tender for Repair & Maintenance of Vertical Green Wall under Ranchi Municipal Corporation Area for two year.

Our charges & rates for the item according to your specification and terms are as under: -

Sr.	Item	Monthly Maintenance Charges (including all taxes and other charges) Rs.
A	Repair & Maintenance of Nine (09) Vertical Green Wall under Ranchi Municipal Corporation Area scope of work for two year.	
B	Unit rate for repair & maintenance of vertical green wall (optional)	
C	Items for rate Contract	Unit Rate in Rs (including all taxes and other charges)
1	Plastic Pot (100/150 mm)	
2	Pot Stand (3 pot) 1'8" x 0'6"	
3	Acrylic letter LED light board 8'0"x 4'0" with all accessories	
4	LED Light (45/50 Watt)	
5	2 core 6 sqmm Aluminum unarmored cable per meter	
6	Stainless steel Grade-304 dimension 16'0"x 8'0" (415 Kg approx)	
7	Granite 60 sqft approx	
8	Shifting of vertical garden with Civil Work	
9	Plant (suitable for vertical green wall)	

Note - Prices/rates should be inclusive of all taxes and charges. RMC shall not provide/ not bear cost of any additional items used in installation, road permit, freight charges & Entry Tax.

(Signature and stamp of the firm)

Date:

Place:

For

J. K. S.

Annexure 03**List of Locations where vertical green walls are installed in Ranchi City.**

Sl.No.	Locations where vertical green walls are Installed Presently	Date of Installation
1	In front of Dr. Ramdayal Munda Park, Morabadi	13.02.2021
2	In front of Sharna Sthal, Morabadi	13.02.2021
3	Hinoo Chowk	13.02.2021
4	Opposite to Harmu MTS	09.06.2021
5	HEC Golchakar	09.06.2021
6	HEC Gate Exit	09.06.2021
7	Near Audray House	10.06.2021
8	Near Judge Colony kanke road	10.06.2021
9	Near Karamtoli Talab	10.06.2021
10	Jakir Hussain Park	25.11.2021
11	Near Old Vidhansabha	25.11.2021
12	Near New Vidhansabha	25.11.2021
13	In Front of S.N Pathak Judge House, Harmu	06.07.2022

Note:- The bidder have to maintain the vertical garden of location mentioned in above list which had been completed their two year from date of installation.

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