

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	08-09-2025 09:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-09-2025 09:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Tourism
विभाग का नाम/Department Name	Department Of Tourism
संगठन का नाम/Organisation Name	National Council For Hotel Management And Catering Technology (nchmct)
कार्यालय का नाम/Office Name	Noida
वस्तु श्रेणी /Item Category	Horticulture Service - Lumpsum based - General Maintenance of Garden/Lawn/Field/Nursery/Park, Development of Garden/ Lawn/ Field/ Nursery/ Park, Maintenance of Potted/Container Plant, Landscaping of Garden/ Lawn/ Field/ Nursery/ Park; Propagation of ..
अनुबंध अवधि /Contract Period	1 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 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 Exemption for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,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?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं 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
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
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	800000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	40000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी 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 :

Director (A & F)
Noida, Department of Tourism, National Council for Hotel Management and Catering Technology (NCHMCT),
Ministry of Tourism
(Director Admin And Finance)

विभाजन/Splitting

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
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be exempted 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 exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover, shall upload the supporting documents to prove his eligibility for exemption.
3. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
4. If the bidder is a DPIIT registered Startup, the bidder shall be exempted 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 exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall upload the supporting documents to prove his eligibility for exemption.
5. 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.
6. 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.

7. 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.

8. 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.

9. 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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work(custom requirements if any):[1756201401.pdf](#)

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

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण / Spec ificat ion	मूल्य/ Values
कोर / Core	
Scope of Service	General Maintenance of Garden/Lawn/Field/Nursery/Park , Development of Garden/ Lawn/ Field/ Nursery/ Park , Maintenance of Potted/Container Plant , Landscaping of Garden/ Lawn/ Field/ Nursery/ Park
Service Inclusions	Propagation of Horticultural Crops , General Maintenance of Plant (Mowing, Strimming, Laying, Sweeping, Watering, Weeding) , Site Clearing , Soil Quality Checking , Garden Designing , Soil Preparation , Planting Trees/Plants/Grass , Applying Fertilizers , Applying Pesticides , Trimming & Pruning , Landscaping , Cleaning & Painting of Potted Plants , Preparation of Seed Bed , Potting Mixture , Seed Sowing , Irrigation , Weeding , Hoeing , Cutting
Propagation Method to be used	Budding , Tissue Culture , Layering , Grafting , Vegetative part , Seeds
एडऑन /Addon(s)	

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	संसाधनों की मात्रा / Project based Procurement	अतिरिक्त आवश्यकता /Additional Requirement
1	Satish Kumar	201309,A-34, SECTOR-62, NOIDA	1	<ul style="list-style-type: none">Estimated number of plants to be maintained/cultivated as per scope of work : 1

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 Payment online through RTGS / internet banking in Beneficiary name

NCHMCT
Account No.
2886101000127
IFSC Code
CNRB0002886
Bank Name
CANARA BANK
Branch address
SECTOR-63, NOIDA

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.

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

3. SCOPE OF WORK

The selected firm will be responsible for the following:

1. Development and maintenance of horticulture work as appro

- ved by the Director, NCHMCT, including supply of all materials , manpower, labour, and supervision.
2. Deployment of minimum 3 (three) Malis (gardeners) for execution of horticulture work.
 3. Supply of seasonal plants, manures, and fertilizers in appropriate quantity and periodic application.
 4. Provision of all required tools/equipment such as lawn mowers, grass cutters, rubber pipes, sprinklers, and other horticulture items.
 5. Day-to-day upkeep of lawns and plants, including trimming, pruning, watering, lopping, weeding, cleaning, and removal of dry/fallen leaves.
 6. Regular mowing of lawns using mechanical lawn mowers at intervals not exceeding 15 days (or as instructed).
 7. Cleaning and maintaining the gardens/lawns in neat and presentable condition.
 8. Water will be supplied by NCHMCT through its water supply network; however, pipes/sprinklers must be provided by the contractor.
 9. Spraying/provision of pesticides, fungicides, and insecticides for healthy plant growth at appropriate intervals.
 10. Replacement of dead plants and supply of seasonal plants as required.
 11. Fallen/dead trees and garden produce are the property of NCHMCT. Disposal of the same shall be done only with written approval of the Institute.
 12. Any other horticultural work as may be assigned by NCHMCT management.

4. TERMS & CONDITIONS

1. **Contract Period** – The contract will be for one (01) year initially, extendable for another year based on satisfactory performance.
2. **Deployment Details** – Within 10 days of award of work, the contractor must submit a list of deployed staff (with details) to Director (A&F), NCHMCT. Any change must be intimated at least 3 days in advance.
3. **Pricing** – Prices should be quoted in both figures and words, clearly mentioning inclusions/exclusions of GST and other statutory charges. If not specified, prices will be deemed inclusive of all taxes/charges.

4. **Payment** – Monthly, against submission of bills by 7th of the subsequent month. No advance payment shall be made.
5. **Statutory Compliance** – The contractor must comply with applicable labour laws such as Contract Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act, EPF Act, ESI Act, etc. NCHMCT will have no liability in this regard.
6. **Termination** – Either party may terminate the contract by giving one month's notice. No claims for damages will be entertained.
7. **Site Visit** – Bidders must assess the site and quantum of work before quoting rates.
8. **Dispute Resolution** – In case of disputes, the decision of the Director (A&F), NCHMCT shall be final and binding.
9. **Employment Status** – Personnel deployed will remain employees of the contractor; no employer-employee relationship with NCHMCT.
10. **Conduct & Discipline** – Staff must maintain discipline and proper conduct. Any misconduct may lead to removal/replacement of staff and/or cancellation of contract.
11. **Minimum Age** – Workers must be above 18 years and physically capable of carrying out assigned horticulture tasks.
12. **Supervision** – Contractor/authorized representative must be present in the Council premises during office hours for supervision.
13. **Accidents/Compensation** – Any injury/death of workers will be the contractor's responsibility, and compensation must be paid as per labour laws.
14. **Damages** – Contractor shall be liable for any damage caused to Council property, assessed by NCHMCT authorities, whose decision shall be final. Compensation may be recovered from contractor's bills.
15. **Uniform & Safety Gear** – Contractor must provide uniforms, gumboots, raincoats, umbrellas, and other essentials to its workers.
16. **Tools & Materials** – All equipment (lawn mower, sprayers, etc.) and materials (earth, manure, fertilizer, chemicals, etc.) must be arranged by the contractor.
17. **Legal Responsibility** – Contractor will be solely responsible for all legal matters arising out of the contract.
18. **Legal Liability** – The contractor shall be solely and fully responsible for all legal matters arising out of this contract, including but not limited to compliance with labour laws, statutory obligations, and di

sputes with deployed personnel, third-party claims, and any litigation connected with the execution of horticulture services at NCHMC T. NCHMCT shall not be liable in any manner whatsoever for such legal matters.

19. "For any clarification regarding the tender, vendors may contact the concerned official, Sh. Sochitanand Sonar, at Phone No. 0120-2590628 during office hours on working days."

Technical Eligibility Criteria

Bidders must satisfy the following minimum technical eligibility requirements and provide supporting documents along with their bid:

1. **Past Experience** – The bidder must have successfully executed horticulture/ garden/ lawn/landscape development and maintenance projects for 05 years for any Central/State Government Organization, PSU, or Public Listed Company.
 - o Copies of work orders/agreements and documentary evidence of satisfactory execution/completion must be furnished.
2. **Statutory Registrations** –
 - o Valid **Provident Fund (PF) Registration Number**.
 - o Valid **Labour License Number** under the Contract Labour (Regulation & Abolition) Act, 1970.
3. **Local Office** – The bidder must have a functional office in **Delhi / Noida / Ghaziabad only** with address and contact details clearly specified.
4. **Earnest Money Deposit (EMD)** – Details of EMD submission must be provided as per tender requirements.
5. **Non-Blacklisting Declaration** – The bidder must submit a **self-declaration** on their letterhead confirming that they have not been blacklisted or debarred by any Government Department/PSU/Autonomous Body.
6. **Supporting Documents** – All relevant supporting documents must be uploaded on the GeM portal along with duly filled Appendices I, II and Checklist provided in the tender.

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:-

1. 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.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. 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)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. 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.
16. 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.
17. 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 are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws 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. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

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---