



राष्ट्रीय फैशन टेक्नालॉजी संस्थान

सांविधिक संस्थान निफ्ट अधिनियम 2006, द्वारा शासित और  
वस्त्र मंत्रालय, भारत सरकार द्वारा स्थापित

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY**

A Statutory Institute under the NIFT Act, 2006 and  
set up by the Ministry of Textiles, Government of India

F.No. 1312(502)/Admin/Horticulture Service at NIFT- HO/2018

30 August,2018

To,

**Sub :- Limited Tender enquiry for Horticulture Service/Potted Plants at NIFT-Head Office.**

National Institute of Fashion Technology-Head Office, invites quotations in sealed cover for horticulture service/potted plants at 2<sup>nd</sup> and 3<sup>rd</sup> Floor of NIFT-Head Office building at NIFT Campus Opp. Gulmohar Park, Hauz Khas, New Delhi – 110 016 as per details given below:-

S.No.	Details of Potted Plants
1	Arri's Palm
2	Reves Palm
3	Foplex Palm
4	Ken Palm / Kentia Palm
5	Diffenbechia
6	Aglonima & Juungle Parrot
7	Karothan / Beriket of Banglora/Singapoori/Kolkata
8	Arokeria (Charismas tree)
9	Money Plant Savoniam of all Varities
10	Sagmoniam Tree
11	Any other Plant as required by NIFT from time to time

**Terms and Conditions :-**

1. The potted plants shall be provided on hire and free maintenance system including its maintenance taken up by the Nursery.

डिजाइन मैनेजमेंट और टेक्नालॉजी का सर्वश्रेष्ठ संस्थान  
**An Institute of Design, Management and Technology**  
(An ISO 9001: 2008 certified Institute)

NIFT Campus, Hauz Khas, New Delhi - 110016  
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Contd.....2/-

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2. The contract shall be initially for a period of one year and if the services found satisfactory, NIFT reserves the right to extend the contract for further two years on year to year basis on the same terms & conditions on mutual agreement. However, in normal circumstances the agreement is terminable by giving one months notice in writing by either party to the agreement.
3. The Contractor shall have to sign an agreement in this regard.
4. The charges shall include plastic bone tray for potted plants, charge of gardeners, paint, manure as per law in force shall be paid by the Contractor. Rate of GST as applicable from time to time will be paid extra.
5. The Contractor shall maintain minimum 70 Nos. potted plants properly as per approved list and change them on rotation basis as and when required at regular intervals. The quantity of potted plants may increase or decrease, as per requirement.
6. The potted plants shall be provided on hire and free maintenance system including its maintenance taken up by the Nursery.
7. In case of damage of any plant it shall be replaced at free of cost.
8. The payments shall be released within 15 days from the date of receipt of the bill on monthly basis.
9. The contractor shall supply healthy indoor variety plants of 3-5 ft. height in clay pots. However, plants which go dry shall be replaced - immediately.
10. Services of Mali/Gardner shall be provided by the Contractor free of cost for proper maintenance of the plants.
11. NIFT-Head Office has the sole right to select the required plants or ask for any particular plant at any stage apart from list of plants attached.
12. Any or all of the plants/gamlas supplied by Service provider / Contractor shall not be removed from the NIFT- premises without permission of the Competent Authority.
13. A random check shall be conducted to inspect the freshness, quality and quantity. The decision of the NIFT-Head Office in this regard shall be binding on the Contractor.
14. The Contractor shall maintain all the plants everyday by watering, cleaning, pruning, trenching, spraying of insecticide etc. by putting manure and filling moss grass or whatever needed in order to give a decent look to the plants. The Contractor shall be responsible for freshness of material supplied by him.
15. No advance payment shall be made to the contractor for whatsoever reasons.

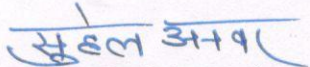
16. The Contractor shall be fully responsible for compliance to provisions of various labour, industrial and any other laws applicable and all statutory obligations, such as, wages, allowances, compensations, EPF, Bonus, Gratuity, ESI etc. relating to contract personnel deployed in NIFT-Head Office. The NIFT-Head Office shall have no liability whatsoever in this regard.
17. The Contractor shall be fully responsible for any accident/medical/health related liability/compensation for the personnel deployed by it at NIFT-Head Office. The NIFT-Head Office shall have no liability in this regard.
18. Any violation of instruction/ agreement or suppression of facts shall attract cancellation of agreement without any reference or any notice period.
19. The Contractor shall be fully responsible for timely monthly payment of wages and any other dues to the personnel deployed in NIFT-Head Office.
20. The personnel provided by the Contractor shall not claim to become the employees of NIFT-head Office and there shall be no Employee and Employer relationship between the personnel engaged by the Contractor for the purpose with NIFT.
21. The rates will be on firm price basis and there will no increase in rates payable to the Contractor during the contract period.
22. Income Tax (TDS) shall be deducted from the bills of the contractor as per applicable laws.
23. In case of any loss that might be caused to the NIFT due to lapse on the part of the personnel deployed by the manpower Contractor discharging their responsibilities, the such loss shall be compensated by the contracting Contractor and in this connection, the NIFT-Head Office shall have the right to deduct appropriate amount from the bill etc. to make good of such loss to the NIFT besides imposition of penalty. In case of any deficiencies/lapses on the part of the personnel deployed by the contractor, the NIFT-Head Office shall be within its right to terminate the contract forthwith or take any other action without assigning any reason whatsoever.
24. Liaison shall be maintained with concerned officers-in-charge of NIFT Head Office for smooth and efficient supply and maintenance of the required items.
25. The Contractor shall not outsource or transfer the contract in full or part thereof.
26. If the quality of any item is not found to be satisfactory, the Contractor shall replace them immediately without any extra cost.
27. The Contractor shall have all statutory license/registration which are essential/mandatory for supplying/providing the required services in Delhi.
28. In case of deficiency in service such as substandard, dry plants, poor maintenance or supply of plants not as per the requirement or wilting or stale plants or without its natural shine, a penalty of 10% of the bill for each occasion shall be imposed. The decision of the NIFT-Head Office in this regard shall be final and binding on the Contractor.

29. The Contractor shall keep a back up supply ready equivalent to 10% additional indoor potted plants at IInd Floor, NIFT-Head Office, New Delhi.
30. Decision of NIFT-Head Office in regard to interpretation of the terms and conditions and the Agreement shall be final and binding on the Contractor.
31. Selected bidder is required to deposit an amount of Rs. 4,000/- as security deposit in the form of DD/Cheque till the expiry of contract. No interest will be payable on that.
32. The Contractor must be having a valid GST Registration and the price quoted should be exclusive of GST.
33. Late bids i.e. bids received after the specified date and time for receipt shall not be considered.
34. In case of any dispute or difference arising in relation to meaning or interpretation of this order, the same shall be referred to a sole arbitrator to be appointed by Director General-NIFT. The Arbitration and Conciliation Act, 1996 shall be applicable to the arbitration proceedings and the venue of the arbitration shall be at New Delhi. The award of the arbitrator shall be final and binding.
35. The Order shall be governed and interpreted in accordance with the laws of India and shall be subject to the exclusive jurisdiction of the courts at New Delhi only.
36. The Contractor will submit GST Certificate with his bid.

In view of the above, you are therefore, requested to quote the rates in respect of above potted plants on hire basis on monthly basis latest by 24.09.2018 at 11:00 AM. duly superscribed on the top "**Quotation for Horticulture Service/Potted Plants at NIFT-Head Office**" which should be addressed to :-

**Director (Admin)**  
**National Institute of Fashion Technology**  
**Head Office**  
**Near Gulmohar Park, Hauz Khas,**  
**New Delhi – 110 016.**

The Limited Tender enquiry will be opened on 25.09.18 at 11:00 AM in the presence of tenders/bidders or their authorised representative, if any present at that time.

  
**(Dr. Suhail Anwar)**  
**Director (Admin.)**