

**LANDSCAPE UNIT, CCS HAU HISAR**

**NOTICE FOR INVITING TENDERS FOR EXECUTION OF LANDSCAPING WORK & ITS MAINTAINENCE  
THROUGH CONTRACTOR**

1. Name and address of the office : Landscape Unit, CCS HAU, Hisar
2. Job Description :

Sr No.	Name of Job Work	Area
1.	(a) Cleaning of grass & weeds from road side {COAE&T front road, DDU COEF & up to COHS roundel (both sides)}	Approx 4000 running meter (2000 running meter each)
	(b) From Gate No. 1 to COA roundel & up to Shivalik Hostel T-point (both sides)	Approx 8000 running meter (4000 running meter each)
	(c) From Gate No. 2 to shopping centre, Campus school & up to LUVAS Vice-Chancellor's office (both sides)	Approx 4000 running meter (2000 running meter each)
2.	Preparation & Maintenance of seasonal flowering beds (winter) in overall University campus	VC Secretariat Area, Admin Block area, University Gates, Front area of all colleges (COA, COBS&H, COCS, COAE&T).

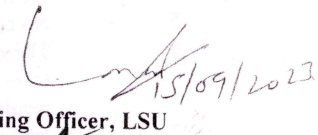
3. **Duration of Contract** : **01.10.2023 to 31.12.2023**
4. **Estimated cost** : **Rs. 1,45,411/-**
5. **Earnest money** : **Rs. 3000/-**
6. **Date of opening of tender** : **30.09.2023 at 10:30 A.M.**
7. **Working Hours** : **University working hours**

**TERMS & CONDITIONS OF THE TENDER**

1. Sale of tender forms will be available during office hours from **09:00 A.M. to 4:00 P.M.** in the Old Nursery, LSU by paying **Rs. 118 (100+18%GST)** in cash on any working day & up to **03:00 P.M. on 29.09.2023**. The duly completed tender form may be deposited up to **10:00 AM on 30.09.2023** in O/o Landscape Unit.
2. In case of date of opening of the tender happens to be holiday, the received tenders will be opened on next working day.
3. Tender will be submitted in two envelopes by the tenderers. One envelope consists of Earnest Money only and 2<sup>nd</sup> envelope containing tender documents. 2<sup>nd</sup> envelope will be opened and rejected, if first envelop does not contain earnest money.
4. Earnest money must be deposited in the shape of bank demand draft in favour of **Head, Landscape Unit, CCSHAU, Hisar**. Cash deposit & cheques will not be accepted.
5. No conditional tender will be accepted.
6. The contractor shall be required to sign the contract agreement on bond paper of **Rs. 15/-** on the prescribed form within ten days of the intimation of the acceptance of tender to him. Failure on his part to do so may result in invalidation of the contract and forfeiture of the earnest money.
7. **Income tax @2% to be deducted from the bills at source.**
8. The contractor will have to execute the job within the given time and no request for extension for time shall be entertained except in unforeseen circumstances.
9. Payment will be made as per execution of work satisfactorily.
10. The acceptance of the tender will rest with committee who does not bind itself to accept the lowest tender and reserves the authority to reject any or all tenders without assigning any reason therefore. All tenders in which the conditions are not fulfilled will be rejected.
11. The contractor shall be responsible for observance of the Provisions of the Contract Labour (Regulation and Abolition) Act, 1970. The University shall not be responsible for it in any manner.
12. In case of any loss due to negligence of contractual workers or harm of university property, the contractor shall be responsible to make good loss to the Landscape Unit, failing which the amount of loss shall be recovered /adjusted from earnest money.
13. It will be sole responsibility of the contractor to compensate the labour because of injury, loss of life or limb in accordance with the law in force for the time being. The University will in no way be responsible for such loss.
14. The contractor shall be required to provide small Agril. Implements (Hand tools) i.e. Kassi, Kasola and Dranti etc. required by the labourers. He will have to work as per instructions given by the Head, Landscape Unit/Agril. Inspector/S.O. on the site.
15. It will be the responsibility and liability of the contractor to adhere to the provisions of the ESI and Provident Fund Act and in case they are not followed properly, he himself will be responsible for it.
16. In case of breach of terms and conditions of the contract or any of them, the contract shall be cancelled and the contractor will be blacklisted. The remaining job shall be got done at the risk and cost of the contractor



- who has defaulted. The university reserves the right of supervision. Transport for transporting labour will not be provided by the University.
17. The parties may visit the site of contact for this purpose before submitting their tenders on any working day before deposit dated time of tender.
  18. The contractor should not use insulting language against any worker/supervisor.
  19. The contractor must issue attendance card and identity card to each worker employed by him in connection with field operational work so that record pertaining to the attendance of workers should be in the notice of workers.
  20. As per the provision in the Contract Labour Act, 1970, the contractors shall be responsible for the payment of wages as per Govt. approved rates before expiry of such period as may be prescribed. Any litigation arise due to non-compliance of above conditions will be responsibility of the contractor and will be settled by him.
  21. Contractors may give break up of wages, PF and ESI in the tender to be offered by them pertaining to field operational work. They may obtain the PF and ESI code from competent authority.
  22. It will be sole responsibility of contractor to supply copy of challan regarding PF/ESI.
  23. Workmen deployed through contractors for field operational work will abide by the following provisions strictly:-
    - a. Workers are paid wages by 7<sup>th</sup> of every month by contractor.
    - b. Workers are paid the fixed minimum wages or DC rate whichever is higher as per Haryana Govt. directions.
    - c. Wages slip is issued regularly to the workers by the contractors.
    - d. Necessary certificate regarding the above provisions (a to c) be also got recorded in the wages register from Principal Employer or the person who is authorized in this behalf by the Principal employer.
  24. If the contractor employees 20 or more than this in a particular contract then he should obtain licence from the Labour Department and submit the same to the Principal Employer. Enclose a photocopy of licence along with tender offered.
  25. Contractor should obtain licence from the Labour Department and submit the same to the Principal Employer.
  26. The tenders of contractors having PF, ESI code may be accepted in response to tender notice and in case the contractors do not have any code, they should obtain the code from the competent authority.
  27. In case it is observed that the party above pooled their rates quotes are liable to be black listed.
  28. In case of any dispute the same will be referred to arbitration to the Vice-Chancellor and his decision shall be final. The provision of Indian arbitration Act shall apply to these proceedings.
  29. The workman deployed through the contractors for field operational work may be paid the fixed minimum wages or DC rate whichever is higher as per provisions of Haryana Govt. and that provision of working hours may be fixed for them. EPF provisions may also be followed strictly by the contractors. The worker may also be paid wages well in time every month, besides to issue wages slip to them.
  30. The tenderer should quote the amount in lump sum for the work mentioned above.

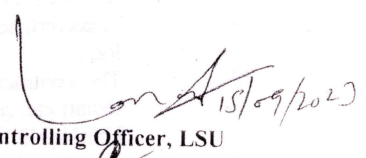
  
Controlling Officer, LSU

Endst No LSU/A-2/2023/Tender/ 1693-1700

Dated: 15/09/2023.

A copy of the above is forwarded to the following for information and necessary action:-

1. All Deans/Directors/HODs/Sections/Officers including outstations, CCS HAU, Hisar.
2. Divisional Employment Officer, Employment Exchange, Hisar.
3. President, Municipal Council, Hisar.
4. All Notice Boards of CCSHAU, Hisar
5. President Labour Union, CCSHAU, Hisar
6. In-charge Computer Centre for uploading on CCSHAU website.
7. All contractors at CCS HAU.
8. Cashier (internal) & A-2 (Internal).

  
Controlling Officer, LSU