



ICAR - CENTRAL INSTITUTE FOR COTTON RESEARCH
REGIONAL STATION, COIMBATORE 641003



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F.No.ST-III/1-14/17-18/

Date: 07.11.2017

To

Sir,

Sub: Quotation for Garden Maintenance-reg.

Sealed quotations under two bid system are invited by the Project Coordinator & Head, Central Institute for Cotton Research, Regional Station, Coimbatore-3 for garden maintenance. Quotations should be submitted in two different sealed envelopes containing technical and financial bid separately, kept in one cover superscribing the word “ **Quotation for garden maintenance**”.

a) The documents to be enclosed for Technical Bid are as under:

1. Registration certificate of the firm under the work contract of the Appropriate Authority.
2. Employee EPF registration certificate issued by local government
3. Employee ESI registration certificate issued by local government etc
4. GST registration certificate and number
5. Income tax permanent account number allotted by Income Tax Department

b) Financial Bid

Activity	Unit	Approx. period of work	Rate per month	Total Amount
Garden Maintenance (Lawn mowing once in 2 months; Pruning once in 2 months; Irrigation once in two days) Lawn: Approximate area 4300 sq. ft.; Potted plants: approx. 45 Nos. Hedge Planting (Golden Duranta & Croton): approx. 2300 running ft. Ornamental Plants (Hibiscus, Rose & others): approx. 100 plants Multiple ornamental plants (road side/near seminar hall): approx. 50 Nos.	per month	12 months		
		GST		
		Net Amount		

Authorized Signatory

Terms & Conditions:

1. Envelops may please be super scribed with the word **“Quotation for garden maintenance”**
2. Sealed quotation should reach this office on or before **22.11.2017**.
3. Quotations should be delivered at CICR, Regional Station, Coimbatore
4. In case supply is not made within a fixed period the office reserves the right to cancel the order.
5. Other terms and conditions of working if any may also be stated.
6. The Project Coordinator & Head, CICR reserves the right to accept or reject one or all quotation/s without assigning any reason thereof.
7. The quotations, without the above desired information/received after the due date are liable to be rejected.

Yours faithfully,

Sd/-

Drawing and Disbursing Officer