PRESIDENT’S SECRETARIAT
(Garden Section)
Notice inviting e-Tender (Recall)
Short Term Notice

F. No. 19(xxvii)/Gdn/2019-20

Dated: 11th January, 2020

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Name of work:- Purchase of walk behind Greens Mower for maintenance of Lawn at North Garden & Peacock Golf Course areas of President’s Estate, New Delhi during 2019-20.

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Certified that this NIT contains pages 1 to 6.

(P. N. Joshi)
Superintendent
President’s Garden

Distribution:

1. Director, President’s Secretariat.
2. US (EBA/AAO).
F. No. 19(xxvii)/Gdn/2019-20

The Superintendent, President's Garden, President's Secretariat, Rashtrapati Bhavan, New Delhi on behalf of the President of India, invites online item rate re-tenders from eligible and registered contractor of CPWD (Hort) or OEM or Authorized Dealer who fulfill the eligibility criteria as given below & Annexure - I (Terms & Conditions). Tenderers are advised to follow the instructions for online bid submission regarding e-submission of the bids, through Central Public Procurement Portal for e-procurement at: https://www.eprocure.gov.in/eprocure/app. Only online bid would be accepted.

<table>
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<tr>
<th>Sl. No.</th>
<th>Name of work</th>
<th>Estimated Cost in (Rs.)</th>
<th>Earnest Money in (Rs)</th>
<th>Time Allowed</th>
<th>Time and last date of submission of online bids</th>
<th>Opening date of bids</th>
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<tr>
<td>1.</td>
<td>Purchase of walk behind Greens Mower for maintenance of North Garden &amp; Peacock Golf Course areas of President’s Estate, Rashtrapati Bhavan, New Delhi during 2019-20.</td>
<td>15,69,960/-</td>
<td>48,000/-</td>
<td>60 days</td>
<td>22.01.2020 11.00 AM</td>
<td>23.01.2020 11.30 AM (onwards)</td>
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**ELIGIBILITY:**

1. Registered contractor of CPWD (Hort) or OEM or Authorized Dealer for similar work.

2. The average annual financial turnover during the last 3 years should be at least 45 Lakhs. The Superintendent, President's Gardens, Rashtrapati Bhavan reserves the right to accept or reject any tender in whole or part without assigning any reason.

3. 3 year experience in supplying & servicing of offered equipments with at least 3 completion certificate of supply order/award letter executed during the said period.

_Signed_

Superintendent
President’s Garden

(Seal)
1. The tenderer shall quote their rates in the provided BOQ.
2. The rates of all the items of the work shall be considered as inclusive of all charges like transportation, wages, Royalty, GST and all other taxes etc.
3. Tenderer has to furnish earnest money of Rs: 48,000/- deposit @ 3% of the estimated in the form of Demand Draft in favor of Pay & Account Officer, President's Secretariat. The original EMD in the form of Demand Draft should be deposited in the office of Superintendent, President’s Secretariat, Rashtrapati Bhavan within the period of bid submission.
4. The tender shall not be considered without earnest money in the form mentioned above.
5. The Successful tenderers shall need to deposit a “Security Deposit” equivalent to 5% of supply order value in the form of Demand Draft in favor of Pay & Account Officer, President's Secretariat. The Security Deposit shall be forfeited in case of the contractor refuse or fail to execute the order after the acceptance of his tender has been conveyed to him. This amount shall be retained by President’s Secretariat till the tenure of the contract. No interest will be paid on this amount of security deposit.
6. The Earnest Money deposited, shall be returned to successful bidder after receiving the aforesaid security deposit.
7. The earnest money shall be forfeited if the firm/contractor/agency declared successful from the offer or does not accept the work for any reasons, whatsoever.
8. The earnest money of unsuccessful tenders shall be refunded after the award of the tender. No claim will be entertained for any delay in this regard.
9. Conditional tender in any form, will not be accepted.
10. The scan copies of following documents/certificates should be uploaded on the procurement portal are mandatory for considering the valid bid:
   (i) EMD (ii) Registration of CPWD (Hort) or OEM certificate or Authorized Dealer certificate (iii) GST registration (iv) Pan Card (v) Income Tax return for last 3 years ending 2018-19 and assessment year 2019-20 (vi) Annual financial turnover during the last 3 years ending 2018-19 duly certified by Chartered Accountant as per eligibility criteria. (vii) 03 Nos. of completion certificate of supply of offered equipments during last 3 years ending 2018-19
11. The undersigned reserve the right to increase or decrease the quantity as per actual requirement.
12. The technical specification and produce catalogue including all accessories should be provided along with the tender documents.
13. The department will not be responsible for any traffic permission.
15. Only original imported machines will be taken, machines from Chinese origin or copied will not be accepted. The supplier will provide Country of origin certificate.

16. The Contractor/OEM / Authorized dealer should have to provide on site service and local spare parts availability.

17. All applicable and prevailing taxes will be recovered from the Contractor bill as per Government orders.

18. The contractor has to work in restricted area and in restricted time due to Security reason. He shall be bound by the instructions of security staff and Officer-in-charge in this respect.

19. In case of any dispute or differences arise in between the contractor and the President's Secretariat, the decision of the Secretary to the President; Rashtrapati Bhavan shall be final and binding to both the parties.

I accept all the terms and conditions as laid down above.

\[Signature\]
Superintendent
President's Garden

(Signature of the bidder)
**Name of work:** Purchase of walk behind Greens Mower for maintenance of Lawn at North Garden & Peacock Golf Course areas of President's Estate, New Delhi during 2019-20

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Description of items</th>
<th>Qty.</th>
<th>Unit</th>
<th>Rate (Inclusive all taxes)</th>
<th>Amount</th>
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<tr>
<td>A.</td>
<td>Supplying of Walk Behind Greens mowers for maintenance of lawn at North Garden &amp; Peacock Golf Course areas of President’s Estate, New Delhi during 2019-20 as per specification given below:</td>
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<tr>
<td>1</td>
<td><strong>TYPE:</strong> Walk Behind Green Mower of Cutting Width 21” with grass with Grass Basket and molded polyethylene, baffled and vented for high efficiency collection.  <strong>ENGINE:</strong> Petrol driven heavy duty, Minimum 3.5 HP Power at @ 3600 rpm, air cooled OHC 4-cycle, Electronic Ignition, Maximum noise suppression muffler, Minimum Displacement: 7.7 cu (126cc). Engine mounted on rear side. Front operator position.  <strong>FUEL TANK CAPACITY:</strong> 2.0 to 3.0 liters.  <strong>TRACTION DRIVE:</strong> Positive drive belt driven split drums through a differential. two “A” section V belt. Gear reduction ration (2:1)  <strong>CUTTING UNIT:</strong> Operator controlled, moveable cutting units, Height of cut: 2 mm to 30 mm  <strong>CLIP</strong> 11 to 14 Blade  <strong>BEDKNIFE/BEDBAR</strong> Dual Screw adjustment  <strong>MOWING SPEED:</strong> 2.4 km/hr to 6.0 km/hr. Transport:- 5-8 km/hr with transport tires installed.  <strong>WEIGHT:</strong> 100 Kg. approx. with aluminum Wiehle roller, kickstand and grass basket, without transport tires and groomer.  <strong>Warranty:</strong> Minimum 02 years and more</td>
<td>03</td>
<td>Each</td>
<td></td>
<td></td>
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</table>

Total

(P. N. Joshi)  
Superintendent  
President’s Gardens
Instruction to the Contractors/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement (http://eprocure.gov.in/eprougere/app)

1) Possession of valid Digital Signature Certificate (DSC) and enrollment/registration of the contractors/bidders on the procurement/e-tender portal is a prerequisite for e-tendering.

2) Bidder should do the enrollment in the e-Procurement site using the “Click here to Enroll” option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email id. All the correspondence shall be made directly with the contractors/bidders through email id provided.

3) Bidder need to login to the site thro’ their user ID/password chosen during enrollment/registration.

4) Then the Digital Signature Certified (Class II or Class III Certificate with signing key usage) issued by SIFY/TCS/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/Smart Card, should be registered.

5) The DSC that is registered only, should be used by the bidder and should ensure safety of the same.

6) Contractor/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.

7) After downloading/getting the tender document/schedules, the Bidder should go thro’ them carefully and then submit the documents as asked.

8) If there are any clarifications, this may be obtained online thro’ the tender site, or thro’ the contract details. Bidder should take into account of the corrigendum published before submitting the bids online.

9) Bidder then logs in to the site through the secured log in by giving the users id/password chosen during enrollment/registration and then by giving the password of the eToken/SmartCard to access DSC.

10) Bidder selects the tender which he/she is interested in by using the search option & then moves it to the ‘my favorites’ folder.

11) From the ‘my favorites’ folder, he selects the tender to view all the details indicated.

12) It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked, otherwise, the bid will be rejected.

13) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/xls/rar/zip/dfw formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip/rar and the same can be uploaded, if permitted.

14) If there are any clarifications, this may be obtained through the site, or during the pre-bid meeting if any. Bidder should take into account the corrigendum published from time to time before submitting the online bids.

15) The Bidder can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.

16) Bidder should submit the T Fee/EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender. Scanned copy of the instrument should be uploaded as part of the offer, if asked for. If the last day for receiving tenders is declared a holiday, the next working day at the same time will be the last date & time for the receipt of T Fee/EMD in physical form in the prescribed envelop.

17) While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
18) The bidder has to select the payment option as offline to pay the TFEE/EMD as applicable and enter details of the instruments.

19) The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable.

20) The details has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements.

21) The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.

22) If the price bid format is provided in a spread sheet file like BOQ.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price Bid/BOQ template must not be modified/replaced by the bidder, else the bid submitted is liable to be rejected for this tender. Vide OM No. 29(1)/2014-PPD, dated 28th Jan, 2014 issued by Ministry of Finance, Department of Expenditure, P.P. Division, “If a firm quotes NIL charges/consideration the bid shall be treated as unresponsive and will not be considered.”

23) The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.

24) After the bid submission, the acknowledgement number, given by the e-tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.

25) The bidder should ensure / see that the bid documents submitted should be free from virus and if the documents could be opened, due to virus, during tender opening, the bid is likely/liable to be rejected.

26) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.

27) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.

28) Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

29) The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.

30) The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) _ exit option in the browser.

31) For any queries regarding e-tending process, the bidders are requested to contact through the modes given below:
E-mail: pnjoshi268@gmail.com
Contact Telephone Numbers: 011-23010543, Ex. 4227

[Signature]
Superintendent
President's Garden