NOTICE INVITING TENDER FOR

TREE TRANSPLANTAION
AND
MAINTAINENCE OF TRANSPLANTED TREES

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

Estimated Cost: Rs. 36,34,990 /-

Time Allowed: 30 Days for execution (transplantation) + 5 (five) Years Maintenance

Certified that this NIT document contains 43 pages from 1 to 43, excluding the Cover Page

NOTICE INVITING TENDER

NIT No: BVB/02/TTP/25

Dated: 8th September 2025

To,
Prequalified Bidders

SUBJECT: TENDER FOR TRANSPLANTATION OF 32 NOS. TREES AND 5 (FIVE) YEAR OF MAINTENANCE OF TRANSPLANTED TREES.

Dear Sir,

The **Registrar**, **Bhartiya Viya Bhavan - Delhi Kendra, New Delhi** invites Tender for Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees on site of Bharatiya Vidya Bhavan Center of Indology, KG Marg, New Delhi.

The details of the Tender are given as under:

1. Sealed percentage rate tenders (CPWD-7) are invited for and on behalf of **Registrar**, **Bhartiya Vidya Bhavan-Delhi Kendra, New Delhi** for the subject work and only Prequalified bidders are eligible to bid. The contractors shall fill up the BOQ Form stating the percentage below/above (In figures as well as in words) the total estimated cost given in the schedule of quantities enclosed and will be willing to execute the work. The tender submitted shall be invalid if:
   A. The bidder does not quote percentage above/below on total amount of Tender.
   B. The percentage above /below is not quoted in figures and words on both the total amount of tender.
   C. The percentage quote above/below is different in figures and words on total amount of tender.

2. A Hard copy of tender documents can be procured from our office on 8th Sept, 2025 onwards for the Prequalified Contractors. The Tender drawings have been annexed along with the tender document.

3. **The Prebid Meeting will be held in the Conference Room-First Floor , BVB on 15th Sept, 2025 at 11:30 am. The bidders are requested to join the meeting to seek any clarification.**

4. Name of work : **Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.**

Estimated Cost of the Projects:	36.34 Lacs Approx
Time Schedule :	30 Days
Earnest Money Deposit :	2% of the Estimated Cost
Tenders to be submitted to :	Registrar**, BVB, NEW DELHI**
Last date for submission of tender:	18th Sept, 2025 by 10:00 a.m.
Tender Fee :	Rs 5,000/= paid through Draft –Non-Refundable
Issue of Tender:	Office of Registrar on behalf of **Registrar, BVB**

Opening of Tender:	18th Sept, 2025 at 10.30 am.
5.0 Mode of submission of Tender:	Tender shall be submitted in sealed envelope containing Tender Document (Hard copy with all Annexures) and EMD

Tenderers are requested to quote strictly as per the terms and conditions, specifications, standards given in the tender document and not to stipulate any deviations. However, deviations, if unavoidable, should be indicated in a separate proforma given in the tender document, indicating the specific page number and clause number against which the deviations are taken.

The Earnest Money Deposit mentioned above should be submitted in the form of Demand Draft or Bank Guarantee to be issued by a Nationalized Bank in the proforma given in the tender document in favor of "**Bharatiya Vidya Bhavan,**" payable at **New Delhi.**

6.0 The Owner/Committee reserves the right to accept/reject any or all tenders without assigning any reasons.

Kindly acknowledge the receipt of this letter with all enclosures and confirm that you will submit your offer by the due date.

Thanking you,

Yours faithfully,
For Bharatiya Vidya Bhavan,

Registrar
For and on behalf of BVB- Delhi Kendra
Encl: As stated above.

GENERAL INSTRUCTIONS TO TENDERERS

SUBMISSION OF TENDER

Tenders must be submitted in original and as per details given in other clauses/Formats enclosed and Appendices given hereunder. Reservations, if any, regarding the tender conditions should be clearly brought out in a separate letter accompanying the tender.

Addenda to this tender document, if issued, must be signed and submitted along with the tender document.

DOCUMENTS

The tenders, as submitted, will consist of the following:

i. Complete set of tender documents as issued duly filled in and signed by the tenderer as prescribed in different clauses of the Tender Document and Formats provided.

ii. Power of Attorney by the authorized representative who has signed the tender.

iii. Information regarding tenderer in the Performa/Formats enclosed.

All Pages to be Initialed

All signatures in tender documents shall be dated as well. All pages of tender documents shall be initialed at the lower right-hand corner or signed wherever required in the tender papers by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of tender.

Rates to be in Figures and Words

The tenderer should quote in English both in figures as well as in words as specified in the Tender as percentage over declared rates. The tendered amount for the work shall be entered in the tender and duly signed and stamped with seal by the tenderer.

Signing of Tender

The tender shall contain the name, residence and place of business of person or persons making the tender and shall be signed by the tenderer with his usual signature. Partnership firms shall furnish the full names of all partners in the tender. It should be signed in the partnership name by all the partners or by duly authorized representative followed by the name and designation of the person signing. Tender by Corporation shall be signed by an authorized representative, and in Power of Attorney in that behalf shall accompany the tender. A copy of constitution of the firm with names of all partners shall be furnished.

Where a tenderer signs a tender in a language other than English, the total amount tendered should, in addition, be written in the same language. The signature should be attested by at least one witness.

Witness

Witnesses and sureties shall be persons of status and property and their names, occupation and address shall be stated below their signatures.

Details of Experience

The tenderer should enclose documentary proof to show that he has previous experience in having successfully completed in the recent past, works of this nature, together with the names of Owners, location of sites and values of contract. Refer Formats enclosed

Transfer of Tender Documents

Transfer of tender documents purchased by one intending tenderer to another is not permitted.

VALIDITY

Tenders submitted by tenderers shall remain valid for acceptance for a period of Three months from the date of opening of the tender. The tenderers shall not be entitled during the said period of three months, without the consent in writing of Registrar - BVB, to revoke or cancel his tender or to vary the tender given or any terms thereof.

ADDENDA

Addenda to the tender document may be issued prior to the date of opening of the tenders to clarify documents or to reflect modifications in the design or contract terms.

Each addendum issued by the Architect / Registrar BVB will be published on the website of BVB-DELHI KENDRA and is required to be downloaded by the bidder. Each bidder will retain one copy of each addendum for submission along with his tender and return one signed copy to the Architect / Registrar BVB as acknowledgement of receipt of the addendum. All addenda issued by the Architect / Registrar BVB shall become part of Tender Documents.

RIGHT TO ACCEPT OR REJECT TENDER

The right of acceptance of tender will rest with Registrar BVB. However, Registrar - BVB does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever. The whole work may be split up between two or more contractors or accepted in part and not entirely, if considered expedient.

Tenders in which any of the particulars and prescribed information are missing or are incomplete in any respect and/or the prescribed conditions are not fulfilled are liable to be rejected.

Canvassing in connection with tenders is strictly prohibited and tenders submitted by the Tenderers who resort to canvassing will be liable to rejection. Tender containing uncalled for remarks or any additional conditions are liable to be rejected.

BVB-DELHI KENDRA reserves the right to enhance or reduce the scope of work for which no compensation will be admissible and paid.

SECURITY DEPOSIT

The person/persons whose tender may be accepted (hereafter called the contractor) shall within 10 (ten) days of the receipt by him of the notification of the acceptance of the tender or Letter of Intent, shall remit the balance amount specified towards security deposit to Registrar, BVB after deducting the EMD which shall be retained by BVB.

A sum of 5% of each RA Bill shall be deducted towards security deposit with Registrar - BVB and retained for a period of 12 months under Defect Liability Period after the date of handing over of respective projects. Any defect identified during the said period will be removed by the Contractor at his own cost to the satisfaction of the PM – BVB. The Security retained by BVB-DELHI KENDRA will be released with any interest on the retained amount on completion of the Defect Liability Period and the contractor shall make a request in writing along with NOC obtained from the Project Manager

The earnest money deposited with the tender shall be adjusted towards security deposit, provided it is furnished by demand draft only.

All compensation or other sums of money payable by the contractor to REGISTRAR-BVB under terms of this contract may be deducted from or paid by the said of a sufficient part of his security deposit or from any sums which may be due or may become due to the Contractor by PM- BVB on any account whatsoever and

in the event of his security deposit being reduced by reasons of any such deductions or sale of aforesaid, the contractor shall within ten days thereafter make good, through bank draft as aforesaid any sum or sums which may have been deducted from or realized by sale of his security deposit, or any part thereof. No interest shall be payable for the sum deposited as security deposit.

TIME SCHEDULE

The important deadlines are given as under along with dates of Final handing over.

Submission of Tender :	18th Sept, 2025 – 10:00 am
Opening of Technical Bid :	18th Sept, 2025 – 10:30 am
Opening of Financial Bid :	18th Sept, 2025 – 11:00 am
Award of Work :	24th Sept, 2025 – 4:00 pm
Mobilization Period :	25th Sept - 14th Oct, 2025
Commencement of Work :	15th Oct, 2025

Schedule of Handing Over:
(This shall be signed and submitted along with the tender on the Letter Head of the Firm.)

Name of Building: Bharatiya Vidya Bhavan Center of Indology, K G Marg, New Delhi

COLLECTION OF DATA-TENDERER'S RESPONSIBILITY

The tenderer shall visit the site and acquaint himself fully of the site and no claims whatsoever will be entertained on the plea of ignorance of difficulties involved in execution of work or carriage of materials.

SIGNING OF CONTRACT

A successful tenderer shall be required to execute an agreement in the Performa attached with this Tender document within 10 days from the date of receipt of the notice of acceptance of Tender or Letter of Intent. In the event of failure of successful tenderer to sign the agreement within the above stipulated period, the Earnest money or his initial security deposit shall be forfeited and the acceptance to the tender shall be considered as cancelled.

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Certified that this bid document contains pages 1 to 38 (excluding cover page and GCC) and hereby approved for Rs. 36,34,990 /- (Rupees Thirty-Six Lakhs Thirty-Four Thousand Nine Hundred and Ninety Only)

PART-I
GENERAL DOCUMENTS

The Registrar, Bharatiya Vidya Bhavan, invites percentage rate online bids in Two bid system from empaneled agencies by BVB of Forest & Wildlife, BVB of NCT of Delhi to carry out Tree Transplantation with 5-year maintenance for the following work:

NIT No: BVB/02/TTP/25

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees, at Bharatiya Vidya Bhavan Center of Indology, KG Marg, New Delhi – 110001

Estimated cost:	**Rs. 36,34,990 /-**
Earnest Money:	**Rs. 72,700 /-**
Period of Completion:	**30 Days for execution + (05) Five Years for Maintenance.**
Pre-Bid Meeting:	**15.09.25 at 11:30 Hrs.**

Last date & time of submission of bid in the Registrar Office, Bharatiya Vidya Bhavan, KG Marg, New Delhi is 15.09.2025 at 10:30 Hrs.

The bid forms and other details can be obtained from the Website www.bvbdelhi.org. All corrigendum/ addendums shall only be available on this website and shall not be published anywhere else.

Registrar
BVB – Delhi Kendra

INFORMATION & INSTRUCTIONS FOR BIDDERS FOR

Tendering Forming Part of Bid Documents

The Registrar, BVB – Delhi Kendra, on behalf of the Director, BVB – Delhi Kendra, invites percentage rate online bids in Two bid system from empaneled agencies by BVB of Forest & Wildlife, BVB of NCT of Delhi to carry out Tree Transplantation for the following work:

NIT No. BVB/02/TTP/25

Name of Work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees, at Bhartiya Vidya Bhavan Center of Indology, KG Marg, New Delhi - 110001

Location: Bharatiya Vidya Bhavan Center of Indology, Plot N0-12,14 & 16 , Copernicus Lane, New Delhi -110001

Estimated cost of work put to bid	Rs 36,34,990/=
Earnest Money	Rs 72,700/=
Period of Completion	30 Days
Submission of Bid	18th September 2025 at 10.00 am
Opening of Technical bid	18th September2025 at 10:30 am
Opening of Financial Bid	18th September 2025 at 11:00 am

Pre-bid meting shall be held with the eligible and intending bidders in the office of Registrar, BVB – Delhi Kendra, New Delhi.

The intending bidder must read the following terms and conditions carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

1. This information and instructions for bidders are provided in this document.
2. The bid document consists of Specifications, Schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website www.bvbdelhi.org
3. Contractor will submit Tender in the Hard Format in Two separate Envelops consisting of Technical Bid and Price Bid.
4. Contractor must ensure to quote rate of each item.
5. If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
6. The Eligibility Bid (Technical Bid) shall be opened first on due date and at the time as mentioned above.
7. The bidder should have Average Annual Financial Turnover of Rs.10 Lacs (i.e. 30% of estimated cost put to tender (ECPT) on construction works during the last three years ending 31st March-2025 as per the balance sheets duly audited by the Chartered Accountant. Year in which no turnover is shown will also be considered for working out the average. The annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum (Copy of Certificate to be submitted)
8. The bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last five consecutive balance sheets, duly certified and audited by the Chartered Accountant. (The balance sheet in case of Pvt./ Public Ltd. company means its standalone financial statement and consolidated financial statement both)
9. The bidders should have a Banker's Certificate (format prescribed in Form B) from a commercial Bank for Rs.14.54 lacs (i.e. 40% of ECPT) certified by his Bankers
   or
   The bidder should submit Net-worth Certificate of minimum 10% of ECPT issued by the certified Chartered Accountant on the format prescribed in form B-1.
10. The bids are invited in two stage system.
11. BVB reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
12. If the contractor is found ineligible after opening of bids, his bid shall become invalid and processing fee shall not be refunded.
13. If any discrepancy is noticed between the documents in the hard copies as submitted physically by the contractor, the bid shall become invalid and cost of bid document and processing fee shall not be refunded.
14. List of mandatory documents are to be scanned and uploaded within the period of bid submission as under:
    a. Insurance Surety Bond, Demand Draft/ Account Payee Banker's Cheque / FDR/ Bank Guarantee of any commercial Bank against EMD.
    b. Empanelment Order of agency by BVB of Forest & Wildlife, Govt.of NCT of Delhi to carry out Tree Transplantation.
    c. Certificate of Annual Turnover (Form A)
    d. Form of Banker's Certificate from a Commercial Bank (Form B) OR
       Certificate of Net worth certificate (Form B-1)
    e. Work Experience certificate of Similar Work (Form C)
    f. Performance certificate for eligible work (Form D)
    g. Structure & Organization (Form E)
    h. Affidavit for non-execution of works on back-to-back basis as per Performa attached in NIT.

i. Copy of PAN Card.
j. GST Registration Certificate if already obtained by the bidder.

If the bidder has not obtained GST registration as applicable, then he shall submit following under taking along with bid documents.

"If work is awarded to me, I/we shall obtain GST registration certificate, as applicable, within one month from the date of receipt of award letter or before release of any payment by BVB, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of the work executed and/or for any action taken by BVB in this regard".

FORM 6 for Tendering

The empanelment of contractors should be valid on the last date of submission of bids. In case the last date of submission of bid is extended, the empanelment of contractor should be valid on the original date of submission of tenders.

1. The work is estimated to cost Rs.36,34,990 /-. However, this estimate cost is merely for rough guidance.
2. Agreement shall be drawn with the successful bidders on prescribed Form No. 7 (or other standard form as mentioned). Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be 30 days from the date of start as defined in schedule 'F'.
4. All the site is available for work.
5. GST or any other tax on material /work as applicable shall be paid by the agency himself and nothing extra shall be paid on this account afterwards. The agency shall quote his rates considering all such taxes.
6. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen on website www.bvbdelhi.org free of cost.
7. Criteria of eligibility:
   The agency should have satisfactorily completed similar nature of works as mentioned below during the last seven years ending last day of submission of tender: -

   a. Three similar works each of value not less than Rs. 14.40 Lacs or
   b. Two similar works each of value not less than Rs. 21.60. or
   c. One similar work of value not less than Rs. 36.00 Lacs.
   d. "Similar Work" shall mean:
      Transplantation/relocation of trees in Delhi NCR.

8. To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under:

   I/We undertake and confirm that eligible similar works(s) has/have not been executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of BVB, then I/we shall be debarred for bidding in BVB in future forever. Also, if such a violation comes to the notice of BVB before date of start of work, the Project Manager shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee. (Scanned copy to be uploaded at the time of submission of bid)

9. Earnest Money in the form of Demand Draft shall be drawn in favour of "Bharatiya Vidya Bhawan" payable at New Delhi
10. The earnest money shall only be acceptable in the form of Demand Draft .
11. The eligibility/technical bid submitted shall be opened at 10:30 Hrs. on 18.09.25.
12. The bid submitted shall become invalid and fee shall not be refunded if the bidder is found ineligible.
    - The quotes nil rates against each item in item rate tender or does not quote any percentage.
    - The bidder does not submit all the documents stipulated in the bid document.
13. If any discrepancy is noticed in the submitted documents by the lowest bidder in the office of bid opening authority.
14. If a tenderer above/below on the total amount of the tender or any section/sub head in percentage rate

tender, the tender shall be treated as invalid and will not be considered as lowest tenderer

15. The Contractor, whose bid is accepted, will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount within the period specified in Schedule F. This guarantee shall be of any scheduled bank/Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any Scheduled Bank . In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule F "including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board including Provident Fund Code No. if applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for the said work within period specified in schedule F.
16. The competent authority on behalf of the Director, BVB-Delhi Kendra does not bind itself to accept the lowest or any other bid and reserves the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
17. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
18. The competent authority on behalf of Director BVB reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
19. The bid for the works shall remain open acceptance for a period of 90 (Ninety) days from the date of opening of eligibility bid. If any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the BVB, then BVB without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the rebidding process of the work.
20. This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
    a. The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as submitted at the time of invitation of bid and the rates quoted at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
    b. Standard Form 7.

Registrar,
Bharatiya Vidya Bhavan
Center of Indology
New Delhi

FORM-7

Percentage Rate Bid

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees at Bharatiya Vidya Bhavan Center of Indology, KG Marg, New Delhi.

(i) Technical and Financial bid to be submitted by 10:00 Hrs. on 18.09.2025

(ii) Technical bid to be opened in the presence of bidders who may be present at 10:30 Hrs. on 18.09.2025 in the office of the Registrar, BVB, New Delhi.

I/We have read and examined the notice inviting bid, schedule-A, D, E & F, Specifications applicable, Drawings & Designs, General Rules and Directions, General Conditions of Contract (Maintenance) with amendments up to the last date of submission of bids, Clauses of Contract, Special conditions, Schedule of Quantities & other documents, regulations, Acts and Rules referred to in the conditions of contract and all other contents in the bid document for the work.

I/We hereby bid for the planning, designing and execution of the work as per scope mentioned in the bid document specified for BVB within the time specified in Schedule 'F' viz., schedule of quantities and in accordance in all respect with the applicable municipal byelaws, regulations, Acts, NGT guidelines, specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the General Conditions of Contract 2020 (Maintenance Work) with amendments up to the last date of submission of bids and with such materials as are provided for, by, and in accordance with, such conditions so far as applicable.

I/We agree to keep the bid open for 90 days (Ninety) from the due date of its opening of bid and not to make any modification in its terms and conditions.

I/We have deposited EMD for the prescribed amount in the office of concerned Executive Engineer as per bid document.

A copy of Earnest Money Deposit receipt of prescribed amount in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed deposit Receipt, Banker's Cheque or Bank Guarantee(as prescribed) issued by a Commercial Bank, is scanned and uploaded (strike out as the case may be). If I/We, fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the Registrar, BVB, shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.

Further, if I/We fail to commence work as specified, I/We agree that Registrar, BVB shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said performance guarantee shall be a guarantee to execute all the works referred to in the bid documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in clause 12 of the bid form. Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-bidding process of this work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of BVB, then I/We shall be debarred for bidding in BVB as per enlistment rules applicable. Also, if such a violation comes to the notice of BVB before date of start of work, the Project Manager shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.

I/We hereby declare that I/We shall treat the bid documents, drawings and other records connected with

the work as secret/confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety & integrity of the State.

Dated: ……. **……. Signature of Bidder **

Witness: **

Address: **

Postal Address **

Occupation: **

[** to be filled by Bidder]

ACCEPTANCE

(To be signed by Registrar, BVB)

The above bid (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Director, BVB, for a sum of Rs.…….
(Rupee….....)

The letters referred to below shall form part of this contract agreement: -

(a)

(b)

(c)

(For & on behalf of Director, BVB)

Signature ……

Designation ……

Dated:

PROFORMA OF SCHEDULES: A TO F

SCHEDULE 'A'
Schedule of quantities enclosed.

SCHEDULE 'D' Extra schedule for specific requirements/documents for the work, if any. -NIL

SCHEDULE 'E'

Reference to General Conditions of Contract: -

General Conditions of Contract -2025 (Transplantation and 5 year maintenance as per CPWD Maintenance Work)

Name of Work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

(i) Estimated cost of work: Rs 36,34,990.00

(ii) Earnest Money: Rs 72,700

(iii) Performance Guarantee: 5% of Tendered Value

(50% of PG amount will be released after completion of the original work and remaining 50% shall be released on proportionate basis per year during the operation and maintenance for Five years)

(iv) Security Deposit: 2.5% of Tendered Value

F' (GENERAL RULES & DIRECTIONS)

Officer inviting tender:

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3

Definitions:

	Project Manager	
	Accepting Authority	Director BVB
	Percentage on cost of materials and Labour cover all to overheads and profits	15%
	Standard Schedule of Rates	DSR-2023 (Horticulture & Landscape)
	BVB	
	Standard Contract Form	Form-7& GCC (CPWD -Maintenance Works) modified & corrected up-to the last date of submission of Bid

Clause 1

a. Time allowed for submission of Performance Guarantee, Program chart (Time and Progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board or roof of applying thereof from the date of issue of letter of acceptance: 07(Seven) days

Clause 2

a. Authority for fixing compensation under Clause 2 : Director, BVB

Clause 5

a. Number of days from the date of Issue of letter of acceptance for reckoning date of start: 7 (Seven) days

b. Time allowed for execution of work: 30 Days for execution of work and 5 years maintenance after the completion of original work or record of completion certificate of original work, whichever is later.

Table of Mile stones:

S.No.	Description of milestone	Time allowed in days (from date of start)	Amount to be withheld in case of non-achievement of mile stone
i) For Transplantation work			
1	Submission of inception report, methodology and obtaining necessary approvals if any, for transplantation of trees.	15	In the event of not achieving the necessary progress from the running payment @ 1% (Tendered Amount of Main work of Transplantation and felling) will be withheld for failure of each milestone subject to Maximum 5% for non-achievement of Milestones
2	Transplantation of 25 % trees	50	
3	Transplantation of 50 % trees	85	
4	Transplantation of 75 % trees	120	
5	Transplantation of 100 % trees and clearing of site in all respect.	150	
ii) For Maintenance & Upkeeping of trees: Not applicable			

Time allowed for execution of work : 30 Days

Authority to decide:

i. Extension of time — Director-BVB
ii. Rescheduling of milestones — Director-BVB
iii. Shifting of date of start in case of delay in handing — Director-BVB

Clause 7

Gross work to be done together with net payment /adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment — Rs.36.34 Lakh or as decided by the Project Manager

Clause 7A

Whether clause 7A shall be applicable: Yes

Clause-10 C Applicable

Specifications to be followed for execution of work and the technical specifications for carrying out tree transplantation in Delhi as issued from time to time by the BVB of Forests and Wildlife, GNCTD with corrections slips up to the last date of submission of bid.

Clause 12- Applicable

Deviation limit beyond which clauses 12.2 and 12.3 shall apply for maintenance work.	00% for all items of schedule (same rate applicable)

Clause 16

Competent Authority for deciding reduced rates.	Director, BVB (with confirmation from PM-BVB)

Clause 19 C

Competent Authority to decide penalty for each default	Director, BVB (with confirmation from PM-BVB)

Clause 25
Constitution of Dispute Redressal Committee (DRC)

Chairman Member:	Director BVB
Member:	Registrar, Architect, Project Manager

Clause 32
Requirement of Minimum Technical Representative(s) and Recovery Rates: Applicable only for the original construction work: N/A

Clause 32 Requirement of Minimum Technical Representative(s) and Recovery Rates: Applicable only for the original construction work: N/A						
S.NO.	**Requirement of Technical staff**		**Discipline**	**Minimum Experience (Years)**	**Designation of Technical Staff**	**Rate of Recovery if provision of Clause- 32 not fulfilled**
	Qualification	**Strength**				
1	Graduate Engineer or Diploma Engineer	2 no	B.sc Agriculture/Horticulture or Diploma in agriculture/Horticulture	5 or 10 years	Project Manager cum planning/ quality/site/Billing Engineer	Rs 50,000/- Per month per person
2	Safety Engineer	1 no	Diploma in Construction Safety	5 years	Safety engineer (For ensuring safety aspect during transplantation of trees)	(For ensuring safety aspect during transplantation of trees) Rs 35,000/- Per month per person

Assistant Engineers retired from BVB services that are holding Diploma will be treated at par with Graduate Engineers. Diploma holder with minimum 10 year relevant experience with a reputed construction co .can be treated at parwithGraduateEngineersforthepurposeofsuchdeploymentsubjecttothecondition that such diploma holders should not exceed 50% of requirement of degree engineers.

EMD RECEIPT FORMAT

Receipt of deposition of original Bank Guarantee as EMD

Receipt No……*……. date……*…….

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

Estimated Cost:Rs. 36,34,990/-
Amount of Earnest Money Deposit:Rs.72,700/-

i) In the form of Insurance Surety Bonds, or Account Payee Demand draft, or Fixed Deposit Receipt,or Banker's cheque for Rs……. Vide …… Date……..
ii) In the form of Bank Guarantee for Rs…… issued by……. Date…….(as per Form- G)

Last date of submission of bid: up to 10:30 Hrs. on 15.09.2025

(1) Name of Contractor: ……..#

(2) Form of EMD : ……. #

(3) Amount of Earnest Money Deposit:……. #

In the form of Insurance Surety Bonds, or Account Payee Demand draft, or Fixed Deposit Receipt, or Banker's Cheque for Rs……. Vide …… Date……
In the form of Bank Guarantee for Rs……. Issued by……. …….. Date……... (as per Form- G)

(4) Date of submission of EMD:…….#

Signature, Name and Designation of
EMD receiving office along with Office stamp

(# To be filled by EMD receiving EE/AAO/DDH

Form of Bank Guarantee for Earnest Money Deposit /Performance Guarantee / Security Deposit / Mobilization Advance

On non-judicial stamp paper of minimum Rs. 100

(Guarantee offered by Bank to BVB in connection with the execution of contracts)

1. Whereas the Executive Engineer..... (Name of the Division) ....., Director, BVB has invited bids under NIT No: BVB/02/TTP/25 for Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees. BVB has further agreed to accept irrevocable Bank Guarantee of Rs. .....(rupees.....only) valid up to ..... (date) as Earnest Money Deposit from ..... (name of Address of the "Contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.

OR**

Whereas the Registrar....., on behalf of the Director, BVB, has entered into an agreement bearing number.....with..... (name and address of the contractor)..... (hereinafter called "the Contractor") for execution of work ..... (Name of work) .....The BVB has further agreed to accept an irrevocable Bank Guarantee forRs..... (Rupees.....only) valid up to.....date.....as Performance Guarantee / Security Deposit / Mobilization Advance from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.

2. We, ... (Indicate the name of the bank) ....., (herein after referred to as "the Bank"), hereby undertake to pay to the BVB an amount not exceeding Rs ..... (Rupees..... only) on demand by the BVB within 10 days of the demand.

3. We, ... (Indicate the name of the Bank) ....., do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the BVB stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees ..... only)

4. We, ...(indicate the name of the Bank) ....., further undertake to pay the BVB any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any Court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

5. We, ...(indicate the name of the Bank....., further agree that the BVB shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance

by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the BVB against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor or for any forbearance, act of omission on the part of the BVB or any indulgence by the BVB to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. We, ...(indicate the name of the Bank) ..... further agree that the BVB at its option shall be entitled to enforce this guarantee against the Bank as a principal debtor at the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee the BVB may have in relation to the Contractor's liabilities.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

8. We, ...(Indicate the name of the Bank) .....undertake not to revoke this guarantee except with the consent of the BVB in writing.

9. This Bank Guarantee shall be valid up to .....unless extended on demand by the BVB. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupees.....only) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date ……

Witnesses:

1.Signature …….. Authorized signatory

Name and address

Name

Designation

Staff code no.

Bank seal

2.Signature ……..

Name and address

PROFORMA OF AFFIDAVIT FOR NON-EXECUTION OF WORKS ON BACK-TO-BACK BASIS

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

I/we undertake and confirm that eligible similar work(s) has / have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of the BVB, then I/We shall be debarred for bidding in BVB in future forever. Also, if such a violation comes to the notice of BVB before the start of work, the Project Manager shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.
(Scanned copy to be uploaded at the time of submission of bid)

Signature of Bidder(s) or an authorized person of the firm with stamp.

Signature of Notary with seal

Note:- Affidavit to be furnished on a 'non-judicial' stamp paper of Rs. 100/-

FORM 'A'

FINANCIAL INFORMATION

Name of the firm / Bidder…….

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

I. Financial Analysis-Details to be furnished duly supported by figures in balance sheet / profit & loss account (standalone finance statement and consolidated financial statement both) for the last five years duly certified and audited by the Chartered Accountants, as submitted by the applicant to the Income Tax BVB (Copies to be attached)

(Amounts-Rupees in Lakhs)

S. No.	Particulars	Financial Years				
		2020-2021	2020-2022	2020-2023	2020-2024	2020-2025
1	Gross Annual Turnover					
2	Profit/Loss (Stand-alone finance statement and consolidated financial statement both)					

II. Financial arrangements for carrying out the proposed work.

Signature of Chartered Accountant with Seal

SIGNATURE OF BIDDER(S)

FORM ‘B’

FORM OF BANKER’S CERTIFICATE FROM A COMMERCIAL BANK

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

This is to certify that to the best of our knowledge and information that M/s./Shri ……..…… ……having marginally noted address ,…… ……..…… as a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs…….....).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature) For the Bank

NOTE:

1) Banker’s certificate should be on letter head of the Bank, addressed to Registrar, BVB-Delhi Kendra, New Delhi.
2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

FORM ‘B-1’

FORM FOR CERTIFICATE OF NET-WORTH FROM CHARTERED ACCOUNTANT

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

“It is to certify that as per the audited balance sheet and profit & loss account during the financial year . . . . . ., the Net Worth of M/s . . . . . .(Name & Registered Address of individual / firm / company), as on . . . . . .(the relevant date) is Rs. . . . . after considering all liabilities.

It is further certified that the Net Worth of the company has not eroded by more than 30% in the last three years ending on (the relevant date).”

Unique Document Identification Number (UDIN)……...

Signature of Chartered Accountant ……...

Name of Chartered Accountant……

Membership No. of ICAI

Date and Seal

FORM 'C'

DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS COMPLETED IN LAST SEVEN YEARS ENDING PREVIOUS DAY OF LAST DATE OF SUBMISSION OF BID

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

Name of the firm / Bidder…….

S.NO.	**DETAILS**	
1	Name of Work/ Project & location	
2	Owner or sponsoring Organization	
3	Cost of Work in crores of Rupees	
4	No. of Trees transplanted in above work, if any	
5	Date of commencement as per Contract	
6	Stipulated date of completion	
7	Actual date of completion	
8	Litigation / arbitration cases pending/in progress with details *	
9	Name & address /telephone number of officers to whom reference may be made	
10	Whether the work was done on back-to-back basis. Yes/No	

* Indicate gross amount claimed and amount awarded by the arbitrator.

Certified that the above list of works is complete, and nothing has been left out and that the information given is correct to my / our knowledge and belief.

SIGNATURE OF BIDDER(S) WITH STAMP

FORM ‘D’

PERFORMANCE REPORT OF WORKS REFERRED IN FORM-C

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

Note: BVB reserves its right to accept the performance report given by the owner of this work or get it assessed with their own means including visiting the site.

1	Name of work / Project & Location	
2	Agreement No.	
3	Estimated Cost	
4	Tendered Cost	
5	Date of Start	
6	Date of completion	
	i) Stipulated Date of Completion (as mentioned in work order)	
	ii) Actual Date of Completion	
7	Horticulture Work Brief	
8	Brief Details of Transplantation of trees if any	
9	Overall Performance	Outstanding / Very Good / Good

Dated:

Director
or Equivalent with Stamp

Note: BVB reserves its right to accept the performance report given by the owner of this work or get it assessed with their own means including visiting the site

FORM 'E' STRUCTURE & ORGANIZATION

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

1	Name & Address of the bidder		
2	Telephone No. /Email id /Telex No./Fax No.		
3	Legal status of the bidder (Attach copies of original document defining the legal status).		
	a) An Individual		
	b) A proprietary firm		
	c) A firm in partnership		
	d) A limited company or Corporation		
4	Particulars of registration with various Government bodies (attach attested Photo-copy).		
	ORGANIZATION/PLACE OF REGISTRATION		REGISTRATION No.
	1		
	2		
	3		
5	Names and Titles of Directors & Officers with designation to be concerned with this work.		
6	Designation of individuals authorized to act for the organization.		
7	Has the bidder or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.		
8	Has the bidder or any constituent partner in case of partnership firm/ limited company/ joint venture, ever been convicted by the court of law? If so, give details.		
9	In which field , the bidder has specialization and interest?		
10	Any other information considered necessary but not included above.		

Signature of bidder(s) with stamp

BRIEF SCOPE OF WORK

1) Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

2) Total 32 trees (approximately) are to be transplanted. The number of trees distinguished as per the girth sizes is under

Description of Trees to transplanted	Number of Trees (approximate be and subject to acceptance of Delhi Forest BVB)
Girth up to 76 CM – 90 CM	1
Girth up to 91 CM – 125 CM	8
Girth up to 126 CM – 200 CM	13
Girth up to 201 CM – 300 CM	6
Girth up to 301 CM – 400 CM	4
Total	**32**

3) These above numbers are indicative only and the actual number may vary at the site. The sizes and species of trees are subject to confirmation and NOC granted by Delhi Forest BVB for transplantation.

4) The scope of work includes survey of trees, submission of methodology statement, deployment of equipment, human resources etc., adopting scientific methodology, physical tagging. caring of trees to ensure their survival after the transplantation for five year and reporting survival rate of transplanted trees every quarter, etc.

5) The layout plan of trees to be transplanted on Site of Bharatiya Vidya Bhavan Center of Indology, K G Marg, New Delhi is provided as Annexure I.

6) The Methodology to be adopted for transplantation of tress is provided as Annexure II

.

LETTER OF TRANSMITTAL

To
The Registrar
BVB
KG Marg, New Delhi -110001

Name of work: Transplantation of 32 nos. trees and 5 (five) year of maintenance of transplanted trees.

NIT No: BVB/02/TTP/25

Sir,

Having examined details given in the bid document for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms A to D and accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/we submit the following certificates in support of our suitability, technical knowledge and capability for having successfully completed the following eligible similar works:

S. No.	Name of work	Amount	Certificate

Certificate

It is certified that the information given in the enclosed eligibility bid are correct. It is also certified that I/We shall be liable to be debarred, disqualified/ cancellation of enlistment in case any information furnished by me/us found to be incorrect.

Enclosures: Seal of bidder(s)

Date of submission

Signature(s) of bidder(s)

Scope and particular specifications of work

1.1 Scope of work

It is proposed to avoid cutting of trees to the maximum extent and instead transplant of the affected trees, within the site or in the vicinity, in a phased manner. Total 32 trees (approximately) are to be transplanted. These numbers are indicative only and the actual number may liable to change during actual execution at site. The sizes and species of trees are subject to confirmation and NOC granted by Delhi Forest BVB for transplantation and Survey shall be done by the bidder to ascertain the number of trees before starting the work.

The work of transplantation of is envisaged to ensure that these valuable trees are translocated in a scientific manner thereby ensuring that they survive the transplantation procedure. It is proposed that the agency shall transplant the planting material at site and reasonable field adjustment may be made to ensure proper implementation of the said work.

Particular Specifications of work

1.2 General Guidelines

1.2.1 Transplantation of trees from one location to another site is a major operation. The work shall be executed & supervised by a well experienced person in this type of work. Roots investigation, Diagnosis of health & treatment of infected area must be done before initiation. Care must be taken while production of root ball by digging mechanically or manually all around the tree, carefully cutting the roots, then wrapping the root ball in netting. The difficulty is to handle the root ball without causing deformation to it.

1.2.2 The work shall be executed & supervised by a well experienced person in this type of work. Analysis of the soil at the proposed transplant site where the tree has to be translocated shall be carried out. Analysis should include tests of pH, Organic Matter, Major and Trace Elements and Exchangeable cations.

1.2.3 The transplantation process including excavation, transporting and planting should be completed within the same day. Shorter transplantation time can provide better conditions for the survival of seedlings.

1.3 Preparation of Trees:

1.3.1 Formative Pruning: - Selectively remove specific branches to enhance form and improve structure, and to directionally shape the tree. With smaller diameter branches it may be necessary to reduce the branch to a dormant bud. Formative Pruning shall aimto reduce the development of structural weaknesses and to accommodate site constraints and reduce encroachment on utilities as the tree grows.

1.3.2 Root Excavation, Preparation, Requirements and Responsibilities: ¯ - Root pruning and soaking shall be carried out a minimum desirable period before transplanting. Preparation of the root system, that is, a circular partial cutting of the roots all around the tree is to be done before transplanting.

1.3.3 Prior to digging, the soil around the root system shall be thoroughly moistened to help keep the root ball together. The root ball shall be excavated around the outside of the root trench. All exposed roots shall be pruned flush with the face of the root ball. Sharp Blades shall be used

to cut the roots. Roots shall be cut in a way that will not jar and loosen the soil in the root ball.

1.3.4 The diameter of the excavated root system or soil ball should be five times the diameter of the base of the tree trunk, but not less than 40 cm. The depth of the excavation should be 2 to 3 times of the soil ball's diameter, but not shallower than 25 cm. The depth of the root ball shall depend on each individual tree species. Digging below the root ball shall occur when the number of roots reduce considerably within the root ball trench. Tension shall be applied by the crane while undercutting the root ball.

1.3.5 After being excavated, the tree trunk should be wrapped with protective materials (e.g. sackcloth, canvas). Natural fiber materials that have not been chemically treated shall be used to support the root ball. Synthetic materials shall not be used. The root ball shall be encased in biodegradable material such as jute twin, burlap etc. and then wired casing shall be installed over it to provide strength

1.4 Excavation and Trenching:

1.4.1 All trenches 1.5 meters or more in depth shall at all times be supplied with at least one ladder for each 20 meters in length or fraction thereof. Ladder shall be extended from bottom of trench to at least 1 meter above surface of the ground. Sides of a trench, which is 1.5 meters, or more in depth shall be stepped back to give suitable slope, or securely held by timber bracing, so as to avoid the danger of sides collapsing. Excavated material shall not be placed within 1.5 meters of edge of trench or half of depth of trenches whichever is more. Cutting shall be done from top to bottom. Under no circumstances shall undermining or undercutting be done.

1.4.2 These safety provisions shall be bought to the notice of all concerned, by display on a notice board at a prominent place at the work spot.

1.4.3 Persons responsible for ensuring compliance with the safety code shall be named therein by the Contractor.

(i) To ensure effective enforcement of the rules and regulations relating to safety precautions, arrangements made by the Contractor shall be open to inspection by the BVB's Representative.

(ii) The Contractor is responsible to protect and maintain the areas of intermediate completed work from damages of the surface due to movement of operational vehicles / manpower or construction equipment, if any.

(iii) All chemicals, pesticides, fungicides to be handled with care and register to be maintained for how empty containers/ cans/ bottles are disposed.

(iv) Provision for drinking water, hand washing and toilet arrangement's to be provided to workers by agency.

1.4.4 The Tree must be supported during excavation to prevent damage by falling to one side.

1.5 Preparation of receptor site

1.5.1 Trees will not tolerate highly compacted soil, which should be broken up over as large an area of the site as possible. Planting pits should be provided with drainage to allow effective percolation of water.

1.5.2 Any unsuitable material brought to the surface during excavation shall be removed from site. The planting hole shall be excavated by spade.

1.5.3 The root zone and base of trees should be free from shrubs or other planting to facilitate the proper establishment of trees.

1.5.4 During pit preparation, the existing topsoil ploughed from digging should be stripped and put aside for reuse as much as possible and to avoid a distinct interface between the planting pit and the surrounding soil.

1.5.5 The width and the final depth of a planting hole are determined by the depth and firmness of the root ball and other characteristics of the site. The soil directly beneath the root ball should be undistributed or prepared to prevent settling.

1.5.6 In general, the depth of the planting hole shall not exceed the depth of the root ball and the sides of the planting hole should be scarified to facilitate root penetration. In general, the planting hole width should follow international practice at a minimum of 1.5 times the diameter of the root ball to suit the location. If the depth of the hole exceeds the root ball height, compacted soil shall be added to the hole to prevent settling after transplanting. The bottom of the hole shall be de- compacted to a depth of 150 mm and lightly compacted

1.6 Transportation

1.6.1 During transporting the tree to the new destination, cushions should be placed between the tree and the body of the vehicle, to avoid damaging the branches. The tree shall be fastened with ropes for safety's sake, regardless of how far it is being transported.

1.6.2 Loading, unloading, and handling shall be done gently and dragging shall be avoided while transporting. It shall be ensured that there are no damage to the soil ball or any scratching and splitting of the root system. The tree should be kept intact without injuries to its root system, trunk and crown.

1.6.3 The trees being transported shall be kept properly moistened, sheltered and protected from wind, over-watering, strong sunlight, rain, cold weather and theft all the time. The transplanting must be done as soon as root ball has been prepared. In case of delay, the prepared trees shall be stored in shady area and shall be covered with damp mulch.

1.6.4 Lifting of trees shall be carried out or supervised by a qualified and/or suitably experienced person and crane operator using a crane and supports.

1.6.5 The transport vehicle shall be adequate to transport the tree without damage/ congestion of crown.

1.6.6 The route shall be selected by the bidder to ensure sufficient vertical and horizontal clearances for the tree transportation and no extra payment shall be made on this behalf by BVB.

1.6.7 The transportation shall not cause public hindrance/ damage to any property in any manner. Charges/ penalty levied on the agency shall not be paid by BVB.

1.6.8 Crown of the tree shall be carefully wrapped/ tied to each other to minimize the risk of drying, branch damage due to excessive movements, and wind damage.

1.7 Planting

1.7.1 Excavated soil may be used as backfill if it is free of weeds, deleterious materials and particles larger than 25 mm. When backfilling, sedimentary layers in soil shall be observed so topsoil remains above the subsoil.

1.7.2 Orientation - The tree shall be orientated at the new site in the best suited direction and as per the requirement of the site.

1.7.3 The twine, burlap, and metal cage should be removed from at least the top third ofa B&B root ball to avoid poor root growth and root girdling.

1.7.4 Backfill - The backfilled soil should comprise 40% yellow soil, 20% pond silt, 10% organic fertilizers, 10% peat soil, 20% pumice and 0.1% moisturizer as required. There should not be any rocks or impurities larger than 1 cm in diameter in the soil. Any soil deficiencies shall be rectified prior to placing backfill.

1.7.5 Fertilizer and Soil Additives - Requirements of fertilizer and/or other soil additives as per experienced person. The backfill shall be soil injected with a sucrose solution at 20 grams per liter of water and approximately 100 liters of solution applied per tree. Soil injections of Sucrose Solutions improve the defense system of stressed trees and increase the volume of new roots. Rooting hormone shall be mixed with the backfill material before the tree is positioned.

1.7.6 Tree Support: Supporting structures shall be immediately installed after planting, to prevent tree leaning. Structures of less than 20 cm in diameter should be made up of materials of at least 5 cm in diameter, while structures of over 20 cm in diameter should be made up of materials of at least 10 cm in diameter, and they should be firmly pressed at least 4 inches into the soil. The parts where the trunk is in contact with the structures shall be protected with thick soft materials (such as plastic or fabrics), to avoid injuries to the bark. The trees shall be fastened with ropes. For supporting pre or post transplantation of the trees, Scaffoldings or cranes shall be used.

1.7.7 Watering: Immediately following transplantation, each tree shall be soaked to remove air pockets from the soil. It shall be ensured that trees maintain health and are free of water stress at all times. Monitor moisture levels to determine the exact watering requirements to ensure tree survival. Water shall be applied to the entire root area and not just the immediate trunk base.

1.7.8 Maintenance: The tree shall be maintained for a period of five years by professional horticulturists. Regular inspection & instructions as given in this document should be followed for maintenance. The soil shall be kept constantly moist after transplanting. The excess water shall be drained off in time. During the maintenance period, avoid watering at noon when the weather is hot.

1.8 Aftercare

1.8.1 Aftercare is vital to transplanting success. In addition to watering, aftercare may also include misting, weeding, mulching, support hardware, and follow-up visits.

1.8.2 The quality and quantity of backfill shall be such that it promotes rapid initial root development and does not restrict root spread beyond the planting hole.

1.8.3 Mulch shall be used to conserve soil moisture, to buffer soil temperature extremes to control weeds and other competing vegetation, and to replenish organic matters and nutrients in the soil. The size of the mulched area depends on the size of the tree. Mulch layer around 5 cm thick usually covers the area where roots will grow during the first two years after planting. However, mulch used shall be free from pests and diseases. The root zone and base of trees should be free from shrubs or other planting to facilitate the proper establishment of trees. Mulch should not be placed too close to the tree trunk or root collar

1.8.4 As the trees are to be transplanted within the site, the transplanted trees shall be protected with robust fencing covering the Root Protection Area.

1.8.5 Staking or initial guying used to retain a tree in an upright position until sufficient roots are developed, should be removed, replaced or adjusted as necessary to ensure their effectiveness and to prevent constriction or abrasion damage to the tree. In general, the supports can be removed after the tree establishment. Supports that stay too long without proper adjustment will do more harm than good to the trees.

1.8.6 The agency shall carry out social audit and get certified "Survival Assessment report" at the end of each maintenance sub-period (quarterly) to ascertain survival rate.

1.8.7 The agency shall adhere to all the technical specifications for carrying out tree transplantation in Delhi as issued from time to time by the BVB of Forests and Wildlife, GNCTD

1.0 Special Condition

1.1. Time of completion for the work is 150 Days as per the approved program in phase and instructions of Engineer in Charge.

1.2. No material tools plants equipment electricity and water shall be provided by BVB and nothing extra shall be paid for this

1.3. The agency shall be responsible for safety and security of their material and staff the agency shall be liable for any damage to other's property material during the work.

1.4. The agency shall submit the methodology of tree transplantation before starting work.

1.5. The girth and height of the tree shall be measured and recoded before start of any activity Photographs of each tree before start of process of translocation shall be submitted by the bidder. The tree shall be geo tagged before and after tree transplantation.

1.6. All permissions needed for tree transplantation shall be taken from competent authority by the agency.

1.7. The entire process of transplantation shall be video graphed and submitted fortnightly

to BVB. Penalty of Rs. 5000 per default shall be imposed if the agency fails to do so.

1.8. The Engineer in Charge reserves the right to request compensation regarding death or weakening of tree caused by negligence in following the guidelines every tree which doesn't survive after Transplanting shall be replaced with any native tree of almost similar parameters. Nothing extra shall be paid for this.

1.9. Invasive exotic tree species shall not be transplanted.

1.10. The agency shall coordinate with other agencies working on the site.

1.11. Agency shall mandatorily use Tree spade machine for transplanting trees up to 1000 mm girth. For trees with girth more than 1000mm, Tree spade machine shall be used as per the species and requirement at site.

1.12. Maintenance period of 5 (Five) Years shall commence after the complete job of transplantation of all trees as stipulated in the tender document is completed. Taking care of all transplanted trees till the maintenance period starts shall also be the responsibility of the agency.

1.13. At least 04 Nos. Mali should be provided during whole maintenance period of 1200 nos. trees.

1.14. The area around the transplanted tree shall be kept neat and tidy and all necessary steps shall be taken avoid mosquito and other such hazards thorough out the period of contract.

1.15. During execution of work any damage caused to Govt. property/articles by the labors, the same shall be got rectified by the agency and nothing extra shall be paid on this account.

1.16. The rates quoted by the contractor's should be including all royalty, GST, other taxes, carriages all lead and lifts and stacking etc. complete up to the site of work nothing extra shall be payable to him on this account.

1.17. No payment will be made to the contractor for damage caused by rains or other natural calamities during the execution of work and no such claim on this account will be entertained.

1.18. The location of storing and stacking of material shall be decided by the Engineer-in-charge.

1.19. All malba /rubbish / waste /garbage etc. generated during the day-to-day maintenance from work shall be disposed of on daily basis by the contractor to the specified common disposal point as directed by the engineer-in-charge.

1.20. The site shall be cleared from all type of rubbish, surplus T & P etc. complete in all respect at the time of completion of work.

1.21. The BVB shall not be responsible for any injury partial or permanent or death of any worker at site due to accident during functioning of the equipment or by negligence of the staff.

1.22. The good earth should be free from bricks, bats, stones, and gravels and fit for gardening.

1.23. The manure should be well rottened cattle manure free from foreign materials etc.

1.24. The contractor shall be responsible for damage of existing garden feature etc.

1.25. The contractor shall deposit the pruned tree branches to NDMC cremation center and shall mandatorily submit the receipt of the same to Engineer in charge.

1.26. The cut /felled trees shall be stacked at site as per the direction of Project Manager and the responsibility of safety of these stacked trees shall be in the scope of the contractor till the same is auctioned by the engineer in charge.

1.27. Wherever operations undertaken are likely to interface with public traffic, specific traffic management plans shall be drawn up and implemented by the contractor in consultation with the prior approval of local police authorities, and /or the concerned metropolitan/civil authorities as the case may be.

1.28. Such traffic management plans shall include provision for traffic diversion and selection of alternative route. If necessary, the contractor shall carryout road widening before commencement of works to accommodate the extra load. The contractor shall be responsible for getting the traffic management plan approved from traffic police before taking up activities on road.

1.29. The guiding principles to be adopted for safety in construction zone are to Warn the road user clearly and sufficiently in advance, provide safe and clearly marked lanes for guiding road users and marked buffer and work zones. The contractor shall provide adequate measures that control driver behavior through construction zones.

1.30. The primary traffic control devices used in work zones shall include signs, delineators, Barricades, cones, pylons, pavement markings and flashing lights, deployment of sufficient number of Marshalls on diversion roads.

1.31. Materials hanging over/ protruded from the chassis / body of any vehicle especially during material handling shall be indicated by red indicator (red light/flag) to indicate the caution to the road users.

1.32. Street sweeping and sprinkling of water at access road shall be carried out where ever soil/material is spilled by the agency and as per the directions Engineer in charge. Wheel washing at entry/exit shall be done.

2.Safety Guidelines

2.1. The Contractor shall ensure a safe environment on the landscape area at all times. All safety provisions shall be properly maintained. All safety precautions and requirements shall be strictly complied with at all times.

2.2. Appropriate Personal Protective Equipment (PPE) shall be supplied and maintained for all workers. Minimum PPE shall include a hi-visibility jacket safety shoes, and gloves. Supervisors shall undertake a pre-inspection of roadside landscaping works to assess risks, if any.

2.3. Vehicles shall be parked off the roadway so as not to obstruct driver's view of the presence of workers. Vehicles shall not, under any circumstances, be driven against the normal flow of traffic.

2.4. Any vehicles used for landscaping should be registered, roadworthy and well maintained.

2.5. Carting material from one site to another to be under taken in such a manner as to cause minimum amount of pollution.

2.6. Supervisors should meet the workers and instruct them about the safety aspects of the day's activities prior to commencement of work.

2.7. Particular attention and planning are to be given to ensuring that landscaping works does not impede vehicle flow. Consideration needs to be given to the provision of traffic control/security staff where the work or the location requires the obstruction of the normal roadway.

2.8. 10% of the workforce/supervisors are to be trained in first aid: Establish and train supervisors in procedures for the rapid acquisition of emergency works in the event of an accident.

2.9. No landscaping or building materials are to be stockpiled or unloaded onto the road surface except while being moved into the work area, and even then, only when barricaded and signposted with reflective warning signs.

Stages of Payment (Original and Maintenance Work)

All running / intermediate & final payments shall be made to the agency in accordance with the following schedule:

S. No	Particular	Stages of Payment
1	Amount quoted to be paid after successful transplantation of 25% trees.	15% of quoted amount for original work. (Excluding maintenance cost)
2	Amount quoted to be paid after successful transplantation of 50% of trees.	25% of quoted amount for original work. (Excluding maintenance cost)
3	Amount quoted to be paid after successful transplantation of 75% of trees.	25% of quoted for original work (Excluding maintenance cost)
4	Amount quoted to be paid after successful transplantation of 100% of trees.	20% of quoted for original work (Excluding maintenance cost)
5	Amount quoted to be paid after obtaining "Survival rate" certificate from Engineer-in-charge The Benchmark tree survival rate at end of one year of tree transplantations shall be 80%.	15% of quoted for original work (Excluding maintenance cost)
6	Maintenance Cost	Quarterly basis after completion recorded by the competent authority for original work.

SCHEDULE OF QUANTITY

Name of Work:- Transplantation of 32 nos. of trees and 5 (five) year of maintenance of transplanted trees at Bharatiya Vidya Bhavan Center of Indology, New Delhi.

	Description of Item	Unit	Qty.	Rate (Rs.)	Amount (Rs)
1	Transplantation of trees with in a distance of 2km including excavationaround existing tree, pruning of branches, lifting, loading and transportation of existing tree, digging pits for placing tree at new place, adding manure, sand, fertilizer, hormones and bio fertilizer to it. Levelled and neatly dressed and disposal of surplus materials from old existing and new sites to designated place. Each tree should be firmly secured to the stake so as to prevent excessive movement, flooding with water, treatment of roots, rope and gunny bags as per direction of the officer in charge. T&P and all required materials shallbe arranged by the contractor and nothing extra shall be paid on this account and as per direction of engineer in charge. Girth of tree shall be measured at a height of 1m above ground level				
1.1	Girth up to 76 CM – 90 CM	Each	1	24,000.00	**24,000.00**
1.2	Girth up to 91 CM – 125 CM	Each	8	28,000.00	**224,000.00**
1.3	Girth up to 126 CM – 200 CM	Each	13	34,000.00	**442,000.00**
1.4	Girth up to 201 CM – 300 CM	Each	6	40,000.00	**240,000.00**
1.5	Girth up to 301 CM – 400 CM	Each	4	50,000.00	**200,000.00**
2	Complete maintenances of trees, jobs like making of basin at regular interval, application of fertilizer etc, (excluding the cost of material which shall be supplied by the BVB and other T&P material/articles shall be provided by the contractor) as per direction of officer in Charge	Per tree per Month	32	1,000.00	**1,920,000.00**
				Taxable Value	30,50,000.00
				CGST 9%	274,500.00
				SGST 9%	274,500.00
				Sub Total	**35,99,000.00**
	Add 1% Labour Cess				**35,990.00**
				TOTAL	**36,34,990**