

## AGREEMENT

### **Agreement for maintenance of garden and landscaping work at India House, Vacoas**

Agreement made on this ..... at High Commission of India, LIC building, John Kennedy Street, Port Louis, Mauritius.

#### **Between**

High Commission of India, Mauritius, whose registered office is situated at LIC building, John Kennedy Street, Port Louis, Mauritius (hereinafter call "Client" on one part.

And ..... whose registered office is situated at .....(hereinafter called "the Contractor") on other part.

Whereas High Commission of India requires three year maintenance of landscaping work (hereinafter called "The works") to be carried out by the contractor in accordance with the conditions of this agreement for India House, Angus Lane, Vacoas, Mauritius.

Now it is hereby as follows

#### **Contract Sum**

Contract sum is ..... per month valid up to three years starting from .....

#### **Scope of Work**

The scope of work is to carry maintenance of garden areas landscaping work as per standard practice and scope of work as mentioned below:

1. **METHOD STATEMENT/SCOPE OF WORK**  
**The scope of work and services to be provided are as follows:**

A. Periodic trimming of the lawns by using brush cutter at least twice every month as per requirement. During summer/rainy season, the lawn cutting shall be carried out as required to maintain the lawn in good shape.

- B. Irrigation of lawns, plants as required by using manual irrigation system.
- C. Manual irrigation of plants as required, including for indoor pots.
- D. Application of fertilizers for trees/plants, turfs, shrubs, groundcovers, annual flower plants, trees/palms etc.
- E. Monthly application of insecticides for shrubs, groundcovers, turfs, annual flower plants, trees/palms etc.
- F. The treatment of plants with fungicide monthly for shrubs, groundcovers, turfs, annual flower plants, trees/palms etc. and the frequency shall be increased fortnightly during rainy seasons.
- G. Removal of dead and overhanging branches of existing trees, palms, shrubs and groundcovers.
- H. Removal of undesirable grass, weeds from the trees, plants, shrubs, turfs etc, pruning and shaping of trees/palms, shrubs once every six months, shaping of branches that are posing danger as required, trimming of shrubs, groundcovers as and when required, trimming of shrubs near to roundabout, road turning as per traffic rules.
- J. Removal of dead or dying plants, shrubs & replacement to be carried out without any extra cost.
- K. Loosening of soil and plants to be carried out monthly.
- L. Mulching of trees, plants, shrubs once every months.
- M. Maintenance record for manpower, fertilizers, pesticides, fungicides, description of tasks etc.
- N. Removal and disposal of garbage from premises once in a month.
- O. The scope of maintenance covers indoor and outdoor plants in the premises.
- P. Seasonal flowers shall be planted at the entrance drive-way roundabout, to be replaced quarterly.

2. TIMINGS & NUMBER OF PERSONNEL TO BE POSTED AT SITE

**Timings:**

- 7.30 am to 4.00 pm from Monday to Friday
- 7.30 am to 11.30 am on Saturdays/ Sundays, except Public Holidays

**Manpower:** Two full time skilled gardeners to be posted as per schedule mentioned above.

There shall be an attendance register indicating arrival and departure date and time of contractual workers. The register has to be filled and signed by them.

3. **Workmen Compensation Policy**

All the workers shall be insured with the insurance policy. This will be done at the Contractor's cost.

4. **Mobilization of Work**

The work shall be mobilized at site immediately from the date of Letter of Award.

**Terms of Payment**

100% payable against submission of VAT exempted Invoice monthly for the maintenance of work carried out.

As a case where any of the personnel do not report for duty, a deduction of MRs. 500/- per person per day would be made from the contractual amount.

The duration of the contract will be for three years.

The contract could be terminated by the Client by giving one month's notice.

Made in duplicate on the ..... day of ..... at the High Commission of India, Port Louis, Mauritius.

Signature.....

Signature .....

Name.....

Name .....

High Commission of India

Contractor