



ICCR

INDIRA GANDHI CENTRE FOR INDIAN CULTURE
HIGH COMMISSION OF INDIA
PHOENIX

To all Tenderers

INVITE QUOTATIONS FOR LANDSCAPING AND UPKEEP/MAINTENANCE OF
GARDEN AREA OF INDIRA GANDHI CENTRE FOR INDIAN CULTURE (IGCIC),
PHOENIX

Re: Extension of Tender Submission Date

It has been decided to extend the date for submission of bids for landscaping and upkeep/maintenance of garden area of Indira Gandhi Centre for Indian Culture (IGCIC), Pheonix to Wednesday, 10 November, 2021 at 1500 hours. Bidders are requested to submit the tender documents at the High Commission of India, Plot No. 65-C, Ebene.

Yours faithfully
High Commission of India
Port Louis, Mauritius



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The Indira Gandhi Centre for Indian Culture, High Commission of India, Phoenix invites quotations from reputed companies for the Landscaping and upkeep/maintenance of IGCIC garden area.

2. The bidder should be a VAT registered company with a minimum of 5(five) years of experience in Gardening service and must have provided/providing Gardening services to reputed organizations including governmental establishments and/or diplomatic entities. The bidder is required to provide documents evidencing the above conditions.

3. The Companies fulfilling the above conditions may send their representatives to ascertain the scope of work and to obtain the copy of terms and conditions and format for submission of quotes on Monday to Friday between 1000 to 1700 hrs. (Tel: 6987899).

4. Companies may submit their best quote superscripting **“Bids for the Landscaping & Maintenance of IGCIC Garden, Phoenix”** in a sealed envelope not later than 1700 hrs. on 21st October, 2021 addressed to the **Head of Chancery (HOC), High Commission of India, Plot No. 65-C, Cybercity, Ebene, Mauritius** (Tel: 460661). In case of any queries the same may be sent to dirigcic.portlouis@mea.gov.in or admn.portlouis@mea.gov.in.



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General Terms & Conditions

1. The Contractor shall be responsible for the beautification/maintenance and development of lawn, flower bed, hedge, potted plants, pruning of trees bush cutting and shrub clearance of the entire garden area inside the boundary of IGCIC.
2. The successful tenderer will be decided based on total lowest rate quoted for the bid.
3. It will be the responsibility of the tenderer for proper development & maintenance of the garden including tools, fertilizers, insecticide and pesticides, maintenance of compost pit, seeds, upkeep of nursery, plant rotation/breeding and clearance of all garden garbage etc.
4. The tenderer should ensure payment of minimum wages to the labourer, so deployed for the work, as per the notification issued by the local authorities.
5. In case of increase in minimum wages, the Centre shall not take responsibility towards payment of minimum wages to the labourer.
6. The successful tenderer will have to enter into an agreement which will be valid for one year and in the event of expiry of contract, the contract shall have to continue the work till an alternative arrangement is made.
7. The contract can be mutually extended for further period of one year on same rate, terms and conditions.
8. The payment will be made on monthly basis and on receipt of the bill in duplicate.
9. No terms and conditions, other than as stipulated above, will be entertained. Tenders, without acceptance of the terms and conditions stipulated above, are liable to be rejected.
10. Adequate arrangements for proper garden waste disposal shall be ensured at all times.
11. The contractor shall employ five persons (1 Supervisor, 2 skilled head gardeners and 2 semi-skilled gardeners) for the maintenance of IGCIC Complex. These

work force will be employed on all days for eight hours from Monday to Friday and half-day on Saturday to carry out the horticulture work but will be off on Sunday and Office holidays.

12. The contractor shall ensure a uniform for all the horticulture staff. Any issues not covered in the above terms and conditions shall normally be settled by mutual discussions between the Centre/HCI and the contractor. However, in case of dispute/s not settled by mutual discussion, the decision of the Director of the Centre shall be final.

Format for submission of quotation:

Name of the Company with full address	
Experience in the field; No. of years	
List of the clients where maintenance and landscaping of garden is being provided	
Terms & conditions studied and are fully acceptable.	
Rates to be charged per month, if VAT & other charges if any Total : MUR _____pm <u>VAT No. (if any):</u>	