



ICCR

INDIRA GANDHI CENTRE FOR INDIAN CULTURE
HIGH COMMISSION OF INDIA
PHOENIX

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.