

SPECIFICATION DOCUMENT FOR HORTICULTURE, GARDENING AND OTHER MISCELLANEOUS SERVICES AT IPR AND FCIPT CAMPUS FOR TWO YEARS- 2025-2027

Institute for Plasma Research is an autonomous R & D organization under the authority of Department of Atomic Energy (DAE), Government of India. This Institute is largely involved in theoretical and experimental studies in plasma science including basic plasma physics, magnetically confined hot plasmas and plasma technologies for industrial application. The institute owns two operational tokamaks (a machine for controlling thermonuclear fusion) - ADITYA and Steady State Tokamak (SST)-1.

IPR requires a contract for providing services for landscaping maintenance work at:

1. Institute for Plasma Research, Bhat, Gandhinagar (IPR)
2. FCIPT, GIDC Estate, Gandhinagar (FCIPT).

IPR proposes to outsource the landscaping work to a professional agency having competence in this field.

Invitation of tender:

If you are eligible to quote for the said services in accordance with the scope and conditions stipulated in this tender document, please upload your offer in a manner and method specified in tender.

Bidder can visit the site as mentioned in the Bid. The following persons may be contacted prior to visiting the site:

Mr. A.E. Harvey or Mr. Dinesh Nair Tel no. 079-2396 2012 / 2015, email: harvey@ipr.res.in

1. SCOPE OF WORK:

1. The scope of work comprises of Maintenance of 27250.00 m² landscaping area in IPR, Bhat, Gandhinagar (Dist.) and 1900 m² landscaping area at FCIPT, Plot No. A/10/B, GIDC Electronics Estate, Sector-25, Gandhinagar, all of which include grass lawns, palm garden, shrubs, flower beds, plants surround the lawns, road side and periphery of the building, potted plants, nursery maintenance, etc. The contractor shall be required to arrange adequate number of labourers, tools, tackles, sprinklers, hose pipes, manually and electrically operated lawn mowers. The contractor is also required to procure, transport and supply required quantity of manure, fertilizers, insecticides,

fungicides, etc., as per the contract including spreading and applying of insecticides, fungicides, farm yard manure and fertilizer commensurate with the scope of work in order to keep the lawns and plants in perfect health condition at all times. Visit of well experienced horticulturist is mandatorily twice a month inside IPR / FCIPT campus for guidance / advice for existing landscaping area as well as new planned area.

2. PERIOD OF CONTRACT:

The contract will be for a period of two years from the date of award of the contract and will have an initial trial period of three months. The performance of the Contractor will be evaluated during the trial period of the contract. At the sole discretion of IPR, the trial period may be extended for a further period of three months or more. IPR reserves the exclusive right to terminate the contract without notice, during the trial period/extended trial period without assigning any reason whatsoever, which decision is not subject to challenge.

The persons thus deployed should be minimum 18 years of age, well trained, well-mannered and experienced.

The contractor shall further ensure that the personnel are of high integrity and their credentials must be verified with reference to the pending police cases etc.

Annexure-I

Scope of work for Labour at IPR and FCIPT Campus

Note: - Annexure-I contains two sections. Sections-A comprising of regular labour on daily basis and Section-B comprising labour “As and when required”. Manpower will work 8 working hours – 9.00 AM to 5.30 PM at IPR and FCIPT campus.

Section-A- (Minimum no of “Mali” to be deployed at IPR - 14 Nos. and at FCIPT - 2 Nos. per day, out of this one “Senior Mali” shall be deployed to receive instructions and guide other “mali” for day to day works)

1. For IPR campus : Complete Maintenance of 27250 m² of Landscaping area consisting of lawns, turfs, flower beds, shrubs, decorative plants, potted plants, trees, Nursery etc. by carrying out the operations systematically in order to keep it in perfect healthy condition at all times.
2. For FCIPT campus : Complete Maintenance of 1900 m² of Landscaping area consisting of lawns, turfs, flower beds, shrubs, decorative plants, potted plants, trees, Nursery etc. by carrying out the operations systematically in order to keep it in perfect healthy condition at all times.
3. Cleaning the entire area earmarked for maintenance by removing fallen dry leaves and all types of waste materials lying in the garden and disposing the waste as directed.
4. Watering the whole area under contract uniformly by means of sprinkler, sprinkler, bucket, pipe or running water
5. Bringing of material as specified (Fertilizers, manure, pesticides, etc.). Adopting plant protection measures by spraying the insecticides / fungicides and termite treatment as and when required depending upon the disease and insect pests.
6. Weeding the lawns’ turfs, flower beds, shrubs pits, etc. perfectly once in 15 days or as required. Weeded out material has to be disposed off in a place as directed.
7. Mowing the lawn, turf and trimming the corners neat should be carried with lawn mowers once in 15 days or as required.
8. Replanting of seedlings / seasonal flowering plants in flower beds after removing the spoiled ones as and when instructed by the officer-in-charge.
9. Gap filling, applying insecticide, pesticide and fertilizers (whenever required), top dressing of lawn with good earth and manure.
10. Hoeing of around shrub area and potted plants, Pruning of plants, top dressing with good earth and manure.
11. Maintenance of potted (at present 2000 Nos. at IPR and 100 Nos. at FCIPT, however it may increase per year by 10% approximately) / polypack plants. Potted plants shall be replaced as per seasons and requirements including Geru paintings as and when required.
12. Plant propagation of different plants by cutting, layering, budding etc. in horticultural Nursery during monsoon as per the instructions of Engineer.
13. Maintenance and properly tying of Agro-shed for potted / polypack plants.
14. Application of Farm Yard Manure, field soil etc as instructed by the Officer in charge. Manure etc, has to be cleaned, powdered & applied in appropriate quantity.
15. Repotting and making leaf mould mixture.

16. Minimum no of “Mali” to be deployed at IPR - 14 Nos. and at FCIPT - 2 Nos. per day, out of this one “Senior Mali” shall be deployed to receive instructions and guide other “mali” for day to day works

Section-B (Labour “As and when required”)

For IPR and FCIPT campus : Providing experienced manpower including supervision for carrying out the work as mentioned below and as directed by officer-in-charge. Mentioned quantity in BOQ will be utilized as and when required. The manpower deployed for this works has to wear safety helmet, safety gum shoes, safety belts etc. and take care to avoid any accident. This man power will be extra other than required in Maintenance of garden as mentioned in section-A. Necessary equipment’s such as sickle, Hand Hoe, “Dantali” - Metal Garden Rake, wire brush, electrical saw, manual saw, ropes, etc. as required shall be arranged by the service provider and the quoted rate is inclusive of the same.

1. Removing, cutting, cleaning and weeding of wild grass / vegetation from the road side, periphery of buildings, yards, pathways etc. including collecting and disposing at earmarked place as directed.
2. Cleaning of culverts, rain water drain and chambers, natural drains including collecting of tree branches, leaves, rubbish etc. to make the rain water path clear for unobstructed movement of rain water including collecting and disposing of waste collected at earmarked place as directed.
3. “Geru” Painting works of tree including cleaning of surrounding area, washing of tree, applying “Geru” using Moonj brush or kuchada. Necessary equipment’s such as wire brush, containers etc. as required shall be arranged by the service provider and the quoted rate is inclusive of the same.
4. Making organic compost using tree leave and other biological waste including collecting all fallen leaves and biological waste inside campus, layering along with other suitable material, inserting worms and other activator, stack should turned up down in every 15 days, and other all works till full conversion of tree waste into compost and using of that compost inside campus. Consumable material will be provided by institute and all tools and tackles will be provided by service provider and the quoted rate is inclusive of the same.
5. Cutting of the dried and fallen tree, trimming of tree branches, uprooting of vegetation from campus including collecting, stacking and disposing at earmarked placed as directed. Note: Necessary permission (if required) shall be obtained by the Landscaping service provider.
6. Maintenance of recharge well including cleaning of surrounding area, changing of filter media like coarse sand, charcoal and activated carbon, metal gravel, PVC balloon, Providing HDPE garden net between each filtering media, removing of Pre-cast concrete cover and re-fixing of the same after completion of work etc. Cost doesn't include consumable material but all tools and tackles will be provided by service provider and the quoted rate is inclusive of the same.
7. Misc. work for new plantation i.e. necessary excavation, transportation of soil, filling using soil and compost, watering etc. Necessary equipment’s as required shall be arranged by the service provider and the quoted rate is inclusive of the same.

Annexure-II

Scope of work for Tractor with trolley trip at IPR and FCIPT Campus

1. Tractor with trolley trip at IPR Campus-Disposal of debris, dry and green cut trees, leaves, branches, wild grass, vegetation etc. from the campus using tractor with trolley with required manpower including loading, unloading, transportation and disposal outside campus at suitable place etc. using ropes for binding, covering top surface with green net, trolley to be loaded full as directed. Finding out the suitable place for disposal shall be responsibility of the service provider and all necessary permission (if required) shall be obtained by the service provider. Mentioned quantity in BOQ will be utilized as and when required.
2. Tractor with trolley trip at FCIPT Campus-Disposal of debris, dry and green cut trees, leaves, branches, wild grass, vegetation etc. from the campus using tractor with trolley with required manpower including loading, unloading, transportation and disposal outside campus at suitable place etc. using ropes for binding, covering top surface with green net, trolley to be loaded full as directed. Finding out the suitable place for disposal shall be responsibility of the service provider and all necessary permission (if required) shall be obtained by the service provider. Mentioned quantity in BOQ will be utilized as and when required.

Annexure-III

Consumable materials at IPR and FCIPT Campus

1. Providing and supplying of consumables materials mentioned in BOQ for the maintenance of landscaping including purchasing from the open market, transportation, loading, unloading, store the materials in proper place, taking care of the materials, etc. complete as required and directed by officer-in-charge.
2. Mentioned quantity in BOQ will be utilized as and when required.

Annexure-IV

Tools and Tackles- The service provider has to keep minimum following equipment / tools and tackles ready at site for maintenance work any time during the contract for IPR & FCIPT campuses. These tools and tackles will be the property of Service provider and they may take it back after completion of contract. Quoted rate should be inclusive of the same.

Sr. No	Description	Unit	Qty.
	For IPR campus		
1	Lawn Mover Machine - Electric with grass collecting basket	No.	1
2	Garden pipe 1" hose Heavy duty for watering	Rft.	1500
3	Brass water Sprinklers with stand	No.	7
4	“Pavda” – Garden Spade	No.	10
5	“Tagara” - Ghamela	No.	10
6	“Kudali” – Hand Hoe	No.	12
7	“Tikam” – Pick Axe	No.	3
8	“Dharia” – Sickle with long hand	No.	2
9	“Dantali” - Metal Garden Rake	No.	5
10	“Sheval” - Shovel	No.	2
11	“Khurpi” – Garden Trowel	No.	15
12	“Kovado” - Axe	No.	2
13	“Datarda” – Edge Garden Sickle	No.	12
14	“Datarda” Heavy – Heavy Garden Sickle	No.	2
15	“Mahendi katar” – Garden Hedge shear	No.	3
16	“Gulab Katar” - Secateurs Gardening Scissor	No.	2
17	Tree branch cutter	No.	1
18	Hand operated Pesticide sprinkler – 15 Litre capacity	No.	1
19	Electrical chain saw - wood cutter	No.	1
20	Trolley with wheels to carry garbage, plants, pots etc.(A big metallic trolley shall be of Size: 6’ X 4’ X 4’ covered on four sides, contain handle for movement in front side with tubeless tires for disposal of routine waste of garden works)	No.	1
21	Adjustable ladder for cutting pruning the tree or big shrubs – 10 feet height	No.	2
	For FCIPT campus		

1	Lawn Mover Machine – Electric with grass collecting basket	No.	1
2	Garden pipe 1" hose Heavy duty for watering	Rft.	500
3	Brass water Sprinklers with stand	No.	2
4	“Pavda” – Garden Spade	No.	2
5	“Tagara” - Ghamela	No.	2
6	“Kudali” – Hand Hoe	No.	2
7	“Tikam” – Pick Axe	No.	1
8	“Dharia” – Sickle with long hand	No.	1
9	“Dantali” - Metal Garden Rake	No.	1
10	“Sheval” - Shovel	No.	1
11	“Khurpi” – Garden Trowel	No.	3
12	“Kovado” - Axe	No.	1
13	“Datarda” – Edge Garden Sickle	No.	2
14	“Datarda” Heavy – Heavy Garden Sickle	No.	1
15	“Mahendi katar” – Garden Hedge shear	No.	1
16	“Gulab Katar” - Secateurs Gardening Scissor	No.	1
17	Tree branch cutter	No.	1
18	Hand operated Pesticide sprinkler – 5 Litre capacity	No.	1
19	Electrical chain saw - wood cutter	No.	1
20	Trolley with wheels to carry garbage, plants, pots etc.(A big metallic trolley shall be of Size: 4’ X 3’ X 3’ covered on four sides, contain handle for movement in front side with tubeless tires for disposal of routine waste of garden works)	No.	1
21	Adjustable ladder for cutting pruning the tree or big shrubs – 10 feet height	No.	1