



Government of India  
Ministry of Railways

**Quotation work for Maintenance and development of Lawn and  
Garden of Engine Development Directorate RDSO**

**No: RDSO/ED/9.40/2013/01**

Scaled quotations shall be opened on 23/05/2013 at 15.30 hrs.

**ENGINE DEVELOPMENT DIRECTORATE  
RESEARCH DESIGNS & STANDARDS ORGANISATION**

**Manak Nagar, Lucknow – 226 011**

## **SCOPE OF WORK**

- 1.1. The work involves caring/maintenance of the existing lawns, flowerbeds, hedges, plants, flowerpots, jungle cutting, removal of dry leaves, unwanted grass, branches of fallen trees and dressing etc. at Engine Development Directorate of RDSO, Manak Nagar, Lucknow.
- 1.2. The lawns shall be regularly mowed and rolled whenever the growth of grass is more than 2 inches (5 cm.) above the ground level. Before mowing, the entire lawn shall be deweeded manually and/or by weed killers to keep the lawn clear of weeds all the time and after each mowing the lawn shall be rolled with light roller. Existing lawn beds will be freshly prepared whenever needed and new doob grass must be planted.
- 1.3. The frequency of watering/irrigation shall be four times in a month during the months of April to October, twice in a month during the months of November to March, or as decided in consultation with authorised representative, depending upon the season and climatic conditions.
- 1.4. The area earmarked for development of lawns/turfing shall be cleared of all debris, wild jungle growth and all this debris (malba) shall be disposed of as directed by authorised representative. The plot thus cleared shall be ploughed, and even out including cuttings and fillings up to 30-cm depth after breaking of clods. The entire plot shall be levelled/graded as directed.
- 1.5. The top-soil shall be given a core of well-decomposed farmyard manure spread uniformly all over the area and thoroughly mixed by cross ploughing.
- 1.6. The basin of the existing plants and shrubs shall be deweeded and hoed every month. Pruning shall be done as and when necessary depending on the season and as per the directions. Well-decomposed farmyard manure and fertilizer shall be applied as directed. Any dead plant/shrub shall be replaced within 3 days without any extra cost.
- 1.7. The area earmarked by authorised representative shall be dug up for preparation of beds to a depth of about 6 inches (150 mm) and the soil thus dug shall be cleared of debris, grass roots etc. Well-decomposed farmyard manure shall be evenly spread and thoroughly mixed with soil. The dewels of flowerbeds shall be properly shaped as directed.
- 1.8. Plants, shrubs, annuals etc. will be regularly sprayed/dusted with proper insecticides, fungicides at regular intervals to get rid of infections
- 1.9. Seeds/sapling of seasonal flowering plants of varieties shall be planted in prepared beds as approved and directed by the authorised representative. The spacing between adjacent

plants in a row will normally be between 100 to 250 mm and spacing between the adjacent rows will normally be 100 to 250 mm. The contractor will supply all the annual seasonal plants.

- 1.10. All the above operations shall be repeated whenever planting new seasonal flowering plants after removing the old seasonal flowering plants. These removed seasonal flowering plants shall be disposed off as directed.
- 1.11. The contractor will arrange for periodical cleaning of the fountain pond as directed.
- 1.12. The 3000 pots(available with ED Directorate) have to be prepared with seasonal flowers and maintained carefully by resoiling, manure, using of pesticides, putting organic/inorganic fertilisers, watering and time-to-time placement during VIP visits. In case of VIP visits on holidays, the contractor shall ensure working of its staff on holidays to maintain the gardens of the directorate.
- 1.13. Cutting and dressing of hedges to the shape as directed and shall be done once every month or at closer frequencies as directed
- 1.14. Cutting of jungles, bushes and unwanted wild growth in the side lawns and backyard of directorate will be done six times a year i.e after every two months. The contractor shall, in advance, advise the date of start and completion of the above work.
- 1.15. The entire campus at all times should be kept neat and clean. There shall be no dry leaves, unwanted grass and branches of fallen trees inside the campus at any point of time.
- 1.16. Removal of unwanted grass from the masonry work i.e. Floor, Roads, cemented beds, walls etc. will have to be carried out as directed.
- 1.17. There is an installation of Diesel Oil Storage Tanks in the campus for testing of Diesel Engines in the directorate. There is a possibility of fire in these installations due to unwanted growth of jungles, bushes and dry leaves. It shall be the sole responsibilities of the contractor to take utmost care to avoid such happenings due to unwanted growth of jungles, bushes, accumulation of dry leaves and branches of fallen trees.
- 1.18. It has to be ensured that there is no choking of drainage system due to unwanted growth of jungles and bushes.
- 1.19. The contractor shall supply and use the following items during the year for the horticulture work:

## LIST OF PESTICIDES

Sl.No.	Description	Qty.
i.	Chloroforiphite	3 Kg
ii.	Bavistin powder	200 gm.
iii.	BHC 50% powder	2 Kg
iv.	Metacid	500 ml
v.	Rogor	200 ml

## INORGANIC FERTILIZERS

Sl.No.	Description	Qty.
i.	Urea	63 Kg
ii.	DAP	25Kg
iii.	Potash	50 Kg
iv.	Zinc	13 Kg
v.	Sulphur	3 Kg.
vi.	Super Phosphate	25 Kg.
vii.	Rose Mixture (Tas Rose)	5 Kg.
viii.	Multiplex Liquid	250 ml.
ix.	Zibralic Acid	1 gm.
x.	NPK	25Kg
xi.	Sulphates of Magnesium, Copper & Iron	5 Kg each

## HERBESTICIDES

S.No.	Description	Qty.
i.	Roundup or Equivalent	5 Litres

## ORGANIC FERTILIZERS

Sl.No.	Description	Qty.
i.	Cow dung (Gobor ki khad)	10 Cu.mtr.
ii.	Bone Meal (Powder)	10 Kg.
iii.	Stera Meal	15 Kg.
iv.	Neem ki Khali	10 Kg.
v.	Musturd Khali (Sarson ki khali)	15 Kg.
.vi	Endi Cake	13 Kg

## **Plantation**

- 2.1. Plantation of saplings of annuals developed from seeds (winter, rainy and summer season) and plantation of 200 hybrid Gladiolous bulbs.
- 2.2. The arrangement of pipes for watering and Lawn Mower for the maintenance of lawns will be done by the contractor. The contractor shall arrange for the required tools for the staff working in this contract.

## **OTHER TERMS AND CONDITIONS FOR THE WORK**

1. Sealed quotations will be received in ED Dte office during office hours from 10/05/2013 to 23/05/2013 (up to 15.00 hrs).
2. The completion period for the work is one year from the date of commencement of work.
3. Penalty for any non compliance of above mentioned scope of work is Rs 500/- per item per month. If material is not supplied as mentioned above, the cost of material shall be deducted separately as per provision in detailed estimate.
4. Working hours shall be 8.30 hrs to 17.30 hrs.
5. Payment shall be made on monthly basis on submission of bill as per actuals based on monthly log book. The firm has to submit their bank details for payment of bill through NEFT/RTGS.
6. The monthly log book shall be maintained to keep records of the material used and the activities carried out as prescribed in scope of work.
7. The successful firm has to submit security deposit @ 10 % of total contract value after receipt of LOA within one month. It will be released after successful completion of work.

### **Documents to be submitted by the firm with their offer to fulfil legal obligations**

1. The firm has to submit their valid registration certificate with regional labour commissioner.
2. The firm has to submit their valid registration certificate with ESIC and EPF authority.
3. The firm to submit their valid service tax registration certificate.

**Note: In absence of above documents the offer of the firm will be not be considered.**

## Rate Schedule

1. The rate quoted by the tenderer has to be in words and in numbers both. In case of discrepancy lowest of the either will be taken for consideration.
2. Only one single rate for complete work to be quoted.
3. The rate should be inclusive of all the applicable taxes.

Name of the work	Estimated Cost of the work	Cost of the work offered by tenderer	% above/below of estimated cost
Maintenance and development of Lawn and Garden of Engine Development Directorate RDSO	Rs. 2,65,292/- (inclusive of material cost)		

Seal and Signature of the authorised representative