

**TENDER DOCUMENT FOR PROVIDING LANDSCAPING AND CAMPUS
BEAUTIFICATION SERVICES AT G. B. PANT INSTITUTE OF ENGINEERING &
TECHNOLOGY, PAURI GARHWAL**



**Govind Ballabh Pant Institute of Engineering & Technology (GBPIET),
Pauri Garhwal**

(An Autonomous Institute of Government of Uttarakhand)

(Formerly known as G.B. Pant Engineering College (GBPEC))

Village & Post: Ghurdauri Dist: Pauri Garhwal, Uttarakhand - 246194-

Telephone: +91 1368 228030, 48 Fax: +91 1368228062

Website: www.gbpiet.ac.in,

Email: registrar@gbpiet.ac.in ,

This tender document contains 19 pages and it is not transferable.

INDEX

S. No.	Title / Section	Page No.
-	Notice Inviting Tender (NIT)	2-3
1	Instructions to the Bidders	4
2	Eligibility and Selection Criteria	4
3	Scope of Work	5
4	General Terms & Conditions	7
5	Evaluation of Technical Bid	7
6	Evaluation of Financial Bid	8
7	Annexures	11-17

NOTICE INVITING e-TENDER

In accordance with the approval of the competent authority, Notice Inviting e-Tender is hereby issued for the work "Providing Landscaping and Campus Beautification Services at G.B. Pant Institute of Engineering & Technology (GBPIET), Ghurdauri, Pauri Garhwal – 246194, Uttarakhand." The estimated cost of the tender is Rs. 50.00 lakhs (Rupees Fifty Lakhs only). The tender shall be processed through the Uttarakhand State e-Tender Portal (www.uktenders.gov.in) under a two-bid system (Technical and Financial). Detailed terms, conditions, and scope of work are available in the tender document accessible on www.uktenders.gov.in and www.gbpiet.ac.in

Item	Details
Tender Notice No.	362/Reg. Off/Tender/2025
Date	24 November 2025
Estimated Cost	₹ 50.00 Lakh (Rupees Fifty Lakhs only)
EMD (Earnest Money Deposit)	₹ 1,00,000/- (One Lakh only)
Performance Security	5% of Annual Contract Value
Tender Type	Two-Bid System (Technical & Financial)
Mode of Tendering	Online through www.uktenders.gov.in
Tender Fee (Non-refundable)	₹ 3,540/- (₹ 3,000 + 18% GST)
Tender Availability	www.uktenders.gov.in / www.gbpiet.ac.in

Sr. No	Description	Date	Time
1	Tender Publication	24.11.2025	10:00 AM
2	Pre Bid Meeting date and time	02.12.2025	11:00 AM
3	Bid submission start date and time	04.12.2025	10:00 AM
4	Bid submission end date and time	18.12.2025	2.30 PM
5	Technical Bid opening date and time	18.12.2025	3.00 PM
6	Financial Bid opening	Technically qualified bidders will be informed about date and time of opening of financial bids through Uttarakhand e tender portal.	

All corrigendum (if any) related to this tender will be available on <https://uktenders.gov.in> and www.gbpiet.ac.in.

The Competent Authority reserves the right to accept or reject the tenders without assigning any reason therefore. The original Tender Fees and EMD, along with attached copy of tender documents, should be sent to: Director, GB Pant Institute of Engineering & Technology, Pauri Garhwal, Uttarakhand, 246194

Issued by:

The Director

G. B. Pant Institute of Engineering & Technology
Ghurdauri, Pauri Garhwal – 246194 (Uttarakhand)

1. INSTRUCTIONS TO BIDDERS

1. The tender shall be submitted in two parts:
Part-I: Technical Bid (with all supporting documents)
Part-II: Financial Bid (in the prescribed BOQ format only)
2. No offline bids will be accepted; submission must be through the Uttarakhand State e-Tender Portal.
3. Bidders must visit the campus before bidding to understand the site conditions and scope of work.
4. EMD and Tender Fee must be submitted as per the portal procedure.
5. Each page of the tender document must be signed and stamped by the bidder.
6. The Institute may seek clarifications; failure to respond may result in disqualification.
7. Any tampering or editing of the BOQ file will lead to immediate rejection.

2. ELIGIBILITY AND SELECTION CRITERIA

Sl. No.	Eligibility Requirement	Documents to be Uploaded
1	Registered firm/agency/company in India providing landscaping or horticultural services for at least 3 years.	Registration Certificate
2	Minimum 3 years' experience (Last three years) in the profession of similar work as requested in the bid document at any reputed Educational Institute/ PSUs/Private Companies or similar type of experience. Past performance will be given a weightage as follows: Three similar completed works costing not less than the amount equal to 40% of the bid value or Two similar completed works costing not less than the amount equal to 50% of the estimated bid value or One similar completed works costing not less than 80% of the estimated bid value, emphasizing the importance of the bidders' track record in providing quality services.	Work Orders/Completion Certificates

3	Average annual turnover 40% of the bid value during last three years (2021–22, 2022–23, 2023–24).	Audited Balance Sheet / CA Certificate
4	Valid GST, PAN, EPF, ESI, and Labour License.	Copies of Certificates
5	Not blacklisted by any Government/PSU.	Self-Declaration
6	Local office or representative in Uttarakhand.	Proof of Address
7	Adequate skilled manpower and tools for execution.	Undertaking/Staff List

3. SCOPE OF WORK

The selected agency shall be responsible for the comprehensive landscaping, horticulture maintenance, and beautification of the entire campus of G. B. Pant Institute of Engineering & Technology (GBPIET), Ghurdauri, Pauri Garhwal, including academic blocks, administrative areas, hostels, residential quarters, internal roads, playgrounds, and open green zones. The objective of the contract is to ensure that the Institute campus remains clean, green, aesthetically maintained, and environmentally pleasant throughout the year.

The scope of work as shall include, but not be limited to, the following:

1. Level and prepare land for landscaping and gardening; remove debris, wild vegetation, weeds, stones, and unwanted material from identified areas.
2. Develop and maintain lawns, flower beds, and green belts in and around academic buildings, the Director's residence, hostels, guest houses, residential areas, administrative blocks, and internal roads.
3. Maintain all grass areas by regular **mowing, trimming, and weed removal**, ensuring uniform height and healthy growth.
4. Prepare and maintain flower beds for seasonal flowers (summer, winter, and monsoon), as per the Institute's planting schedule.
5. Regularly **cut, trim, and remove overgrown grass, weeds, and shrubs** throughout the entire campus, including lawns, roadsides, pathways, hostel surroundings, academic departments, staff quarters, playgrounds, slopes, and boundary walls, so that the campus remains clean, neat, and well-trimmed at all times.

6. Maintain all roundabouts, road dividers, open patches, and internal roads with decorative plants, hedges, and lawns.
7. Clean and maintain pathways, garden boundaries, and road edges; remove dry leaves, litter, and grass waste daily and dispose of them outside the campus as directed.
8. Water all lawns, plants, and trees regularly using hoses, sprinklers, or irrigation pipelines; repair leakages promptly and ensure adequate water pressure and distribution.
9. Maintain proper drainage to prevent water stagnation; loosen compacted soil periodically to improve aeration.
10. Apply compost, manure, and organic fertilizers at regular intervals to enrich soil fertility.
11. Conduct pest and disease control using safe insecticides, pesticides, and fungicides as needed.
12. Replace dried, damaged, or missing plants, hedges, or grass patches promptly at the agency's cost.
13. Plant ornamental, shade, and flowering trees at designated locations to enhance campus greenery.
14. Maintain flower beds and decorative arrangements near the main gate, administrative block, academic buildings, library, and hostels.
15. Arrange flower pots and planters at important locations such as building entrances, corridors, lawns, and during official events.
16. **The Institute will supply plants and flowers etc**
17. Maintain and develop the Institute's nursery area for propagation of seasonal and permanent plants as required.
18. Maintain cleanliness and hygiene of all garden areas; ensure daily removal of garden waste, grass cuttings, and debris from the premises.
19. Maintain all slopes, roadside embankments, and hilly areas within the campus by grass cutting, trimming, and clearing unwanted vegetation.
20. Provide horticultural support during Institute events, celebrations, and visits by arranging floral decorations as instructed.
21. Maintain a daily logbook recording all horticultural activities, watering schedules, fertilizer applications, and pest control measures.

22. Submit monthly progress and maintenance reports to the designated Institute authority for review.
23. The agency shall provide all necessary garden tools, lawn mowers, hoses, sprayers, wheelbarrows, and safety equipment required for execution of work.
24. The agency must ensure deployment of trained gardeners and adequate supervision for efficient and safe execution of all tasks.
25. The work must be continuous, consistent, and performed to professional horticultural standards throughout the year.
26. The frequency of the above mentioned scope of work will be as per directives that will be provided to the supervisor/firm by the GBPIET officials.

4. GENERAL TERMS AND CONDITIONS

1. Contract period – one year, and extendable to one more year based on performance.
2. Latest **Minimum Wages** as per Govt. of Uttarakhand notifications must be followed with all statutory obligations. The institute will not be responsible for any statutory obligations.
3. In the event of any casualty, accident, or injury to any employee engaged by the bidder, the Institute shall not be held responsible. The bidder shall be solely responsible for all liabilities, legal obligations, compensation, and related expenses arising therefrom.
4. The agency shall be responsible for payment of wages, insurance, and benefits to staff. If any non-compliance is reported, a strong penalty will be imposed.
5. Monthly payment shall be released after verification of attendance and work reports.
6. GBPIET reserves the right to increase or reduce the area/scope of work as required.
7. Penalty up to 5% of the monthly bill may be imposed for unsatisfactory work.
8. The contractor shall indemnify GBPIET against any claims arising from deployed workers.
9. Subletting or transfer of contract is not permitted.
10. The contractor shall maintain confidentiality and decorum within the campus.

11. The Director, GBPIET, may terminate the contract with one month's notice for unsatisfactory performance.

12. All disputes shall be under the jurisdiction of the Pauri Garhwal Court.

5. EVALUATION CRITERIA (TECHNICAL)

This evaluation criterion applies only to bidders who meet the minimum eligibility requirements of Section 2, points 2 and 3, i.e., experience in at least two similar works (each valued at $\geq$ ₹25 lakh) in Government/PSU/Educational Institutions within the last 3 years. Average annual turnover of ₹50 lakhs during the last three years (2021–22, 2022–23, 2023–24). The non-compliance of section 2, points 2 and 3 is the rejection of the bid.

Parameter	Description	Marks
Financial Turnover	₹50–75 lakh = 5, >₹75 lakh = 10	10
Experience	3–5 years = 5, >5 years = 10	10
Govt./PSU Clients/others	2–4 = 5, >4 = 10	10
Local Office in Uttarakhand	Yes = 5	5
Manpower & Infrastructure	Adequate = 10	10
Statutory Compliance	Valid EPF, ESI, GST = 10	10
Quality of Past Work	Certificates from clients = 10	10
Work Plan & Methodology	Approach and resource deployment = 10	10
Equipment & Tools	Lawn mowers, sprinklers, garden tools = 10	10
Presentation / Understanding	As per Committee Evaluation = 15	15
Total		100 Marks

Minimum qualifying marks: **70/100**.

Only technically qualified bidders will proceed to financial evaluation.

6. EVALUATION OF FINANCIAL BID

1. Financial bids of technically qualified bidders will be opened as per the e-portal schedule.
2. Evaluation will be based on the **lowest Cost (L1)** for the above services in the Institute.
3. The final award will be based on combined technical and financial evaluation by the Tender Committee.

7. Quantities:

The quantities mentioned in the schedule are tentative. The bidders are requested to quote the rates after visiting our campuses, assessing the volume of work and site conditions. The contractor has to keep minimum following equipment / tools and tackles ready at site for maintenance work any time during the contract at GBPIET campus.

Sr. No.	Description	Unit	Qty.
1	Lawn Mover Machine - Electric with grass collecting basket	No.	1.00
2	Garden pipe 1" hose Heavy duty for watering	Rft.	1500.00
3	Brass water Sprinklers with stand	No.	7.00
4	"Pavda" – Garden Spade	No.	10.00
5	"Tagara" - Ghamela	No.	10.00
6	"Kudali" – Hand Hoe	No.	12.00
7	"Tikam" – Pick Axe	No.	3.00
8	"Dharia" – Sickle with long hand	No.	2.00
9	"Dantali" - Metal Garden Rake	No.	5.00
10	"Sheval" - Shovel	No.	2.00

11	“Khurpi” – Garden Trowel	No.	15.00
12	“Kovado” - Axe	No.	2.00
13	“Datarda” – Edge Garden Sickle	No.	12.00
14	“Datarda” Heavy – Heavy Garden Sickle	No.	2.00
15	“Mahendi katar” – Garden Hedge shear	No.	3.00
16	Gulab Katar” - Secateurs Gardening Scissor	No.	2.00
17	Tree branch cutter	No.	1.00
18	Hand operated Pesticide sprayer – 15 Litre capacity	No.	1.00
19	Electrical chain saw - wood cutter	No.	1.00
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.	1.00
21	Adjustable ladder for cutting pruning the tree or big shrubs – 10 feet height	No.	2.00

ANNEXURES

Annexure – I: Technical Bid Form

S. No.	Particulars	Details
1	Name of Firm / Company	
2	Address, Contact No. & Email	
3	Type of Organization (Proprietorship / Partnership / Company)	
4	Registration No. & Date	
5	GST, PAN, EPF, ESI, Labour License No.	
6	Annual Turnover (last 3 years)	
7	Experience in similar works (attach proofs)	
8	Ongoing contracts	
9	Details of EMD & Tender Fee	
10	Declaration of non-blacklisting	

Annexure – II: Work Done in Last Three Years

S. No	Name of Organization	Nature of Work	Value (₹ in Lakh)	Duration	Date of Completion	Remarks
1						
2						

Note: Attach copies of work orders and completion certificates.

Annexure – III: Undertaking

We hereby declare that:

1. The information furnished is true and correct.
2. We shall comply with all statutory obligations including EPF, ESI, GST, and Labour Laws.
3. No legal or criminal case is pending against our firm.
4. In case of default, GBPIET may deduct penalties or forfeit the performance security.

Signature & Seal of Bidder

Date: _____

Place: _____

Annexure – IV: Declaration Regarding Relation with GBPIET Employees

I/We hereby declare that none of my/our relatives are employed in any capacity in GBPIET.

If such a relationship arises during the contract, the Institute may terminate the agreement immediately.

Signature & Seal of Bidder

Annexure – V: Financial Bid Format (Sample)

Description of Service	Total service cost on Monthly basis (Excluding GST)
Providing Landscaping and Campus Beautification Services as per Tender	Rs.....

Note:

1. Total service charges must be quoted up to two (02) decimal places only.
2. The Financial Bid must be submitted strictly in the **BOQ format** provided on the Uttarakhand e-Tender Portal (www.uktenders.gov.in).
3. Editing or modifying the BOQ file is prohibited and will lead to automatic bid rejection.

Annexure – VI

	Landscaping and beautification services
Minimum number of employees that will be deployed by the bidder to provide the above mentioned services.	

Annexure – VII: Checklist for Bidders

Sl. No.	Document Description	Uploaded (Yes/No)
1	Signed Tender Document	
2	EMD Proof	
3	Registration Certificate	
4	GST, PAN, EPF, ESI Certificates	
5	Labour License	
6	Work Orders / Completion Certificates	
7	Turnover Certificate (CA)	
8	Non-blacklisting Declaration	
9	Technical Bid Form	
10	Undertaking (Annexure III)	

Annexure – VIII: Letter of Authorization

(To be presented at bid opening)

I/We hereby authorize Shri/Smt. _____ to attend the bid opening on our behalf.

Authorized Signature: _____

Name: _____

Seal of Firm: _____