



উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়
পুন্ডিবাড়ী, কোচবিহার, পশ্চিমবঙ্গ-৭৩৬১৬৫
UTTAR BANGA KRISHI VISWAVIDYALAYA
P.O. PUNDIBARI, DIST. COOCH BEHAR, WEST BENGAL- 736165

প্রফেসর প্রদ্যুৎ কুমার পাল
নিয়ামক (ভারপ্রাপ্ত)
Prof. Prodyut Kr. Paul
Registrar (Acting)

ইমেল/E-mail: registrarubkv@gmail.com
ওয়েবসাইট/Website: www.ubkv.ac.in

Ref. No. UBKV/Est. (T&P-02)/EOI-01/2024-25 dt. 13/08/2024

INVITATION FOR EXPRESSION OF INTEREST (EOI)

Uttar Banga Krishi Viswavidyalaya, Pundibari, Cooch Behar, West Bengal, Pin-736165 invites sealed expression of interest from interested Firms / Agencies for development of a **lawn and maintenance services for a period of six months** at the inter-gallery areas of the Open Stage and playground of the University campus as per the scope of work given below.

Scope of work and important dates:

Making and maintenance of lawn with weeds free Buffalo grass	Area: 1000 Sq. m
Places for development of lawn and its maintenance	Inter-gallery areas of the open stage and playground at the <i>Uttar Banga Krishi Viswavidyalaya</i> campus.
Duration for development and its maintenance- Total Six (6) months	Development of lawn to be completed one (1) months from the date of acceptance of the work order and another five (5) months for maintenance by the successful bidder after completion of the tender process.
Transportation charges of the Buffalo grass	To be borne by the successful bidder
Manuring, application of any ago-chemicals for development of lawn and its maintenance	To be borne by the successful bidder
Farm machinery to be used for development of lawn and its maintenance	To be borne by the successful bidder
Man-power to be involved in development of lawn and its maintenance like weeding, watering, clearing etc.	To be borne by the successful bidder
The Expression of interest to be addressed to in a sealed envelope super scribing "Expression of Interest for development of and maintenance of lawn" by hand/post	The Registrar, <i>Uttar Banga Krishi Viswavidyalaya</i>, Pundibari, Cooch Behar, West Bengal, Pin-736165
Inspection by the interested Firms/Agencies of the identified places before submission of expression of interest (EOI)	13/08/2024 to 23/08/2024 Between 1.00 p. m to 3.00 p. m
Contact Person during inspection	The Dean, Student's Welfare, <i>Uttar Banga Krishi Viswavidyalaya</i> , Pundibari, Cooch Behar, West Bengal
Last date for submission of expression of interest	27/08/2024 before 5.30 P. M
Opening of expression of interest (EOI)	28/08/2024 at 2.00 P.M.
Date & Place of expression for presentation	28/08/2024 in the Conference Hall in Administrative Block, UBKV Pundibari.
Initiation of tender process	To be notified in due course
Last date for submission of financial bid against the Tender process	To be notified in due course

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Amount to be deposited as EMD	Rs. 8,875.00(Rupees Eight thousand eight hundred seventy-five) only by means of D/D in favor of Uttar Banga Krishi Viswavidyalaya from any Commercial Bank payable at Cooch Behar.
Opening of the Financial bid of the tender process	To be notified in due course
Successful bidder	To be determined on lowest quoted price and terms & conditions to be imposed during tender process

General terms and conditions for the interested Firms/Agencies:

1. The intending bidders are requested to inspect the places as mentioned above in the specified dates and time period. The intending bidders may also contact the Dean, Student's Welfare or the Chairman, Campus Beautification Committee, *Uttar Banga Krishi Viswavidyalaya*, Pundibari, Cooch Behar, West Bengal, Pin: 736165, if any clarification is needed before submission of the expression of interest.
2. A permanent citizen of India shall be allowed to participate in the expression of interest and subsequent tender process. An intending bidder must produce valid **Trade License, Aadhaar, PAN and GST registration number issued by the appropriate authority and Credential certificate of related services.**
3. The competent authority of the University reserves the right of withdrawing from expression of interest or tender at any point of time. The University Authority is not bound to accept the lowest offer or any other offer and will not be bound to provide any reason for the acceptance or rejection of any offer.
4. **Submission of expression of interest and subsequent participation in the presentation is essential to be eligible to take part in onwards tender process.**
5. The purpose of making lawn and its maintenance is that the places as mentioned in the scope of work must look rich with lush green lawns so as to provide an excellent ambience of work-environment and at the same time makes the places environmentally friendly and to make a good impression on the visitors and public who visit here for various purposes. The successful bidder has to undertake all such jobs/activities required to maintain the places in a presentable condition and in above mentioned spirit at all the time whether such activities are elaborated hereunder or not.
6. The process of making lawn and its maintenance shall be monitored by the technical persons assigned by the University. The successful bidder shall be bound to obey the technical advice of the technical persons.
7. Uprooting of weeds in lawn at regular interval and trimming of lawn grass with lawn mower as per requirement shall be done properly by the successful bidder.
8. Sweeping and removal of leaf litters in the places earmarked to ensure proper maintenance without causing any damage of lawn.
9. Man-power shall be deployed by the successful bidder having proper experiences in the relevant field in making and maintenance of lawn after receiving of the work order from the University. The successful bidder shall be responsible for time to time supplying of grass, developing of lawn, watering, manuring, periodical cleaning in the lawns and periodical manuring and application of pesticides wherever and whenever required.
10. The cleaning of places by removing unwanted vegetation, bushes, shrubs or any other materials periodically during execution and maintenance of the lawn.

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11. The Successful bidder shall provide all the material required for day to day operation like tractor, power tiller, lawn mower, brush cutter, bamboo broom, sprayer for pesticide/insecticide, sutli, Khurpees, garden trowels / spades, wooden handle of spades, grass swords garden knife, pruning scissors, PVC hose pipes or any other materials to maintain the lawn neat and clean and in presentable condition. The University shall provide electric power and water supply point as when required for carrying out the job.
12. The University Authority shall have the right to discard the successful bidder in any unwanted or suspicious activity noticed during any stage of execution of the job.
13. University shall not be responsible to provide any residential accommodation or any logistic support to the man-power to be deployed by the Successful bidder. The successful bidder shall be solely responsible for the redressal of grievances or resolution of disputes relating to persons deployed. The University Authority shall, in no way, be responsible for settlement of such issues whatsoever.
14. The successful bidder shall cover its personnel for personal accident and death while performing the job and the University shall have no liability and obligation in this regard. The University authority shall not be responsible for payment/deduction in of any statutory dues like EPF, ESI etc. for the deployed man-power. The successful bidder shall have the sole authority and responsibility.
15. The assets and articles provided by the University if any shall be the property of the University and the successful bidder shall be merely custodian of such assets and articles. On completion / termination, any such property shall be handed over to the University in good and intact condition.
16. A Work Completion certificate shall have to be obtained from the Office of Dean, Students' Welfare or the Chairman, Campus Beautification Committee, *Uttar Banga Krishi Viswavidyalaya*, Pundibari, Cooch Behar, West Bengal, Pin: 736165 after six months.
17. If the documents furnished along with the tender paper are proved to be materially false, the bidder shall liable to be black listed apart from the forfeiture of security deposit/Earnest money deposited and cancellation of the work order.
18. No liability of theft or damage of the machinery used for the job by miscreants shall be borne by the University during the entire period of the project after acceptance of the work order.
19. Care should be taken so that no office and farm properties like roads, godown, electric supply lines, internet lines etc. as well as other standing crops are damaged during execution of works. If there shall be any such damage, the entire liabilities shall be borne by the successful bidder.
20. The successful bidder shall only be allowed to initiate the works after acceptance of the work order.
21. The successful bidder shall liable to produce the identity of the personnel to be engaged during making and maintenance of lawn to the Office of the Dean, Student's Welfare, *Uttar Banga Krishi Viswavidyalaya*, Pundibari, Cooch Behar, West Bengal, Pin: 736165. No extra personnel shall be allowed to enter the campus without prior permission of the Dean, Student's Welfare, *Uttar Banga Krishi Viswavidyalaya*.
22. In case of any breaching from the terms and conditions in the work order as well as non-acceptance of work order by the successful bidder, the security deposit/ Earnest money deposited shall be forfeited.

Sd/-
Registrar (Actg.)