



**GOVERNMENT OF INDIA
OFFICE OF THE EXECUTIVE ENGINEER-I
CENTRAL PUBLIC WORKS DEPARTMENT
NAYAPALY, UNIT-VIII, BHUBANESWAR-12**



NOTICE INVITING TENDER

NIT No: 19/NIT/EE-I/CPWD/BBSR/2026-27

Name of the Work: Construction of Central Sanskrit University, Puri. SH: Horticulture work...

Estimated Cost: Rs 6,28,496/-

Earnest Money: Rs 12,570/-

Performance Guarantee: (a) Performance Guarantee of 5% (Five Percent) of the Tendered value or Estimated Cost put to Tender(ECPT) (whichever is higher) (b) Where the tendered amount is less than eighty percent (80%) of the ECPT, the Performance Guarantee, in addition to the requirement under (a) above, shall be increased by an amount equal to the difference between eighty percent (80%) of the ECPT and the tender amount within the period specified in schedule F (GCC 2023 Construction work amended vide No-DG/CON/Construction 2023/20 Dt.27.02.2026

**Last date and time
of Online submission of bid :** **06.08.2026 upto 15:00 Hrs.**

*** To be filled by EE-BBSR-I/CPWD/ Bhubaneswar**

NOTICE INVITING TENDER**NIT No.: 19/NIT/EE-I/CPWD/BBSR/2026-27**

Name of Work:	Construction of Central Sanskrit University, Puri. SH: Horticulture work...
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Certified that this N.I.T. amounting to Rs 6,28,496/-- contains **50 pages only in chronological order.**

EE-BBSR-I/CPWD/ Bhubaneswar

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

NOTICE INVITING e-TENDER

The Executive Engineer-I, CPWD, Bhubaneswar, (Odisha) (E-mail: cpwdbcd1@gmail.com, Landline No.0674-2560828/2560898) on behalf of the President of India invites online Percentage rate bids from approved and eligible contractors of CPWD in Horticulture category of CPWD for the following work(s):

Name of Work:	Construction of Central Sanskrit University, Puri. SH: Horticulture work..
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NIT No.: 19/NIT/EE-I/CPWD/BBSR/2026-27

Estimated Cost put to Tender	Rs 6,28,496/--
Earnest Money	Rs 12,570/-
Period of Completion	07 (Seven) Months
Last date of submission of online Bid	06.08.2026 upto 03.00 P.M.

The tender forms and other details can be obtained from the website <https://etender.cpwd.gov.in>. Press notice is also available on www.eprocure.gov.in. Further modification of change of dates, if any, can be seen in the above stated tender web site.

EE-BBSR-I/CPWD/ Bhubaneswar

Correction – Nil, Insertion – Nil, Deletion – Nil	Sr.D/Man
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PART A

GENERAL INFORMATION

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

INFORMATION & INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

The Executive Engineer-I, CPWD, Bhubaneswar, (Odisha) (E-mail: cpwdbcd1@gmail.com, Landline No.0674-2560828/2560898) on behalf of the President of India invites online Percentage rate bids from approved and eligible contractors of CPWD in Horticulture category of CPWD for the following work(s):

NIT No	19/NIT/EE-I/CPWD/BBSR/2026-27
Name of Work	Construction of Central Sanskrit University, Puri. SH: Horticulture work... .
Location	Puri (Odisha)
Estimated cost put to bid	Rs 6,28,496/--
Earnest Money	Rs 12,570/-
Period of Completion	07 (Seven) Months
Last time & date of submission of bid, original EMD, Copy of receipt for deposition of Original EMD and other documents as specified in Notice Inviting e-Tender.	03:00 PM on 06.08.2026
Time and date of opening of eligibility bid	03:30 PM on 06.08.2026
Submission of hard copies of EMD.	The original EMD should be deposited either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CPWD within the period of bid submission (including NIT issuing EE/AE). The EMD receiving Executive Engineer shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (as per CPWD-6 for e-tendering) uploaded by tender inviting EE in the NIT. Scanned copy of EMD including the receipt of deposition of EMD to also be uploaded to the e-tendering website by the intending bidder up to the specified bid submission date and time.
Enlistment order, Affidavit, Undertaking and other Documents to Division Office by the Lowest Tenderer.	To be submitted during office hours within a week from the date of opening of Financial Bid. In case the last day happens to be closed holiday, these documents shall be submitted on the next working day.

1. Intending bidders are eligible to submit the bid provided they have definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below: (This is not applicable for CPWD enlisted contractors of CPWD in Horticulture category of CPWD).
2. Should have enlistment in CPWD in Horticulture category of CPWD.
3. The intending bidder must read the terms and conditions of **CPWD-6** carefully. He should only

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

- submit his bid if he considers himself eligible and he is in possession of all the documents required.
4. This information and instructions for bidders posted on website shall form part of bid document.
 5. The bid document consisting of indicative architectural plans, specifications, schedule of quantities of items to be executed, schedule of stages for payment and the set of terms & conditions of the contract to be complied with and other necessary documents can be seen and downloaded free of cost from website <https://etender.cpwd.gov.in> or www.eprocure.gov.in.
 6. The bid can only be submitted after deposition of original EMD either in the office of Executive Engineer & Senior Manager inviting bids or division office of any Executive Engineer, CPWD within the period of bid submission and uploading the mandatory scanned documents such as Demand draft or Pay order or Bankers Cheque or Deposit at call Receipt or Fixed Deposit Receipts and Bank Guarantee of any scheduled Bank towards EMD in favour of Executive Engineer as mentioned in NIT, receipt for deposition of original EMD to division office of any Executive Engineer (**including NIT issuing EE/AE**), CPWD and other documents as specified.
 7. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
 8. The intending bidder must have valid class-III digital signature to submit the bid.
 9. On opening date, the contractor can login and see the bid opening process. After opening of bids, he will receive the competitor bid sheets.
 10. Contractor can upload documents in the form of **JPG** format and **PDF** format.
 11. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns skyblue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as **“0”**. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as **“0” (Zero)**.

However, if a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
 12. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criteria.
 13. The contractor submitting the bid should read the schedule of quantities, Special conditions, additional conditions, particular specifications and other terms and conditions given in the NIT and drawings. The bidder should also read the General Conditions of Contract for CPWD Works 2020 with all correction slips issued up to the last date for submission of bid, which is available as Government of India Publication. However, provisions included in the bid document shall prevail over the provisions contained in the standard form. The set of drawings and NIT will be available with the **Executive Engineer-I, CPWD, Bhubaneswar, CPWD, Bhubaneswar**. The contractor should also visit the site of work and acquaint himself with the site conditions before tendering. The following conditions, which already form part of the tender conditions, are specially brought to his notice for compliance while filling the tender. They are requested to comply with the following instructions.
 14. Tenders with any condition including that of conditional rebates shall be rejected. Such tenders shall not be entered in the tender opening register at the time of opening of tender.

15. The successful tenderer shall be required to submit (a) Performance Guarantee of 5% (Five Percent) of the Tendered value or Estimated Cost put to Tender(ECPT) (whichever is higher) (b) Where the tendered amount is less than eighty percent (80%) of the ECPT, the Performance Guarantee, in addition to the requirement under (a) above, shall be increased by an amount equal to the difference between eighty percent (80%) of the ECPT and the tender amount within the period specified in schedule F (GCC 2023 Construction work amended vide No-DG/CON/Construction/ 2023/20 Dt.27.02.2026) within 7 days of issue of letter of intent. This period can be further extended by Engineer-in-Charge upto a maximum period of 7 days on the written request of the contractor subject to payment of late fee @ 0.1% per day of Performance Guarantee amount.
16. GST on all materials as well as GST on Work Contract etc., or any other taxes applicable in respect of this contract shall be payable by the Contractor. Percentage rate quoted by him shall be inclusive of such taxes, levies etc and Government will not entertain any claim for reimbursement whatsoever in respect of the same. The percentage rates of the contract shall be inclusive of all taxes and levies and nothing extra shall be paid. Further the percentage rate quoted by the contractor shall be inclusive of labour welfare cess and the same shall be recovered from the contractors' bills and will be remitted by the department.
17. Applicants are advised to keep visiting the above mentioned web-sites from time to time (till the deadline for bid submission) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respects including updates thereof, if any. An incomplete application may be liable for rejection.
18. The Earnest Money in the form of Treasury Challan or Demand Draft or Pay Order or Banker's Cheque or Deposit at Call Receipt or Fixed Deposit Receipt drawn in favour of Executive Engineer, BCD-I, CPWD, Bhubaneswar shall be scanned and uploaded to the e-tendering website within the period of bid submission.

The original EMD should be deposited either in the office of Executive Engineer inviting bids or Division office of any Executive Engineer, CPWD within the period of bid submission. The EMD receiving Executive Engineer (including NIT issuing EE / AE) shall issue a receipt of deposition of Earnest Money deposit to the bidder in a prescribed format.
19. This work requires engaging more than 20 nos. of labours / workers and therefore all necessary licenses such as Labour license, EPFO and ESI, BOCW welfare registration etc., shall be taken by contractor within the time limits as prescribed under Clause 1 of Schedule- 'F'.
20. The document to be physically submitted shall be page numbered and each page shall be signed by authorized signatory.
21. Contractor shall not divert any advance payments or part thereof for any other purpose other than needed for completion of the contracted work. All advance payments received as per terms of the contract (i.e. mobilization, secured against materials brought at site, secured against plant & machinery and / or for work done during interim stages, etc.) are required to be re-invested in the contracted work to ensure advance availability of resources in terms of materials, labour, plant & machinery needed for required pace of progress for timely completion of work.
22. If any information furnished by the applicant is found to be incorrect at a later stage, he shall be liable to be debarred from tendering/taking up of works in CPWD. The department reserves the right to verify the particulars furnished by the applicant independently.
23. **Any dispute arising out of this tender including dispute related to encashment of any Bank Guarantee/ FDR etc., shall be subject to the jurisdiction of courts at Bhubaneswar only.**
24. **Proforma for Earnest Money Deposit Declaration (Page-12).**

EE-BBSR-I/CPWD/ Bhubaneswar

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

List of Documents to be scanned and uploaded within the period of bid submission:

- (i) Treasury Challan /Demand Draft/Pay order or Banker's Cheque/ Deposit at Call Receipt/ FDR / Bank Guarantee of any Scheduled Bank against **EMD in favour of Executive Engineer, BCD-I, CPWD, Bhubaneswar.**
- (ii) Copy of receipt for deposition of original EMD issued from division office of any Executive Engineer, (including NIT issuing EE/AE), CPWD.
- (iii) Enlistment Order of the Contractor in Horticulture category.
- (iv) Valid GST Registration for work contract.

GST Certificate of the State in which the work is to be taken up, if already obtained by the bidder.

If the bidder has not obtained GST registration in the State in which the work is to be taken up, or as required by GST authorities, then in such a case the bidder shall scan and upload following undertaking along with other bid documents.

"If work is awarded to me, I/we shall obtain GST registration certificate of the State, in which work is to be taken up, within one month from the date of receipt of award letter or before release of any payment by CPWD, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and /or for any action taken by CPWD or GST department in this regard".

- (v) Certificate of ERP (Enterprise Resource Planning) training from CPWD (As per DG/Enlist.Rules-2023/10 dated 22.4.2024).

Note: The Postal address of The Executive Engineer-I, CPWD, Nayapaly, Unit-VIII, Bhubaneswar, (Odisha) (E-mail: cpwdbcd1@gmail.com, Landline No.0674-2560828/2560898) may be noted as below for correspondence and submission of Physical documents.

The Executive Engineer-I,
CPWD, Nayapaly,
Unit-VIII, Bhubaneswar-12, (Odisha)

EE-BBSR-I/CPWD/ Bhubaneswar

CPWD – 6

**GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT
NOTICE INVITING e-TENDER**

The Executive Engineer-I, BCD-I, CPWD, Nayapaly, Unit-VIII, Bhubaneswar, (Odisha) (E-mail: cpwdbcd1@gmail.com, Landline No. 0674-2560828/2560898) on behalf of the President of India invites online Percentage rate bids from approved and eligible contractors of CPWD in Horticulture category of CPWD for the following work(s): **“Construction of Central Sanskrit University, Puri. SH: Horticulture work. .”**

- 1.0 The enlistment of the contractors should be valid on the last date of submission of bids. In case the last date of submission of bid is extended, the enlistment of contractor should be valid on the original date of submission of bids.
- 1.1 The work is estimated to cost **Rs 6,28,496/--**. This estimated cost, however, is given merely as a rough guide.
- 1.2 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate Division which will deal with all matters relating to the invitation of bids.
2. Agreement shall be drawn with the successful Tenderer on prescribed Form No. CPWD 7 which is available at Govt. of India Publication and also available on website www.cpwd.gov.in. Tenderer shall quote his Percentage rate as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be **07 (Seven) Months** from the date of start as defined in schedule ‘F’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The site for the work will be made available in phased manner.
5. The tender document consisting of specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen free of cost from website <https://etender.cpwd.gov.in> or <https://eauction.cpwd.gov.in>.
6. After submission of the tender the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
7. While submitting the revised bid, contractor can revise the percentage rate any number of times but before last time and date of submission of tender as notified.
8. Earnest Money in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker’s Cheque or Bank Guarantee (as prescribe) issued by a Commercial Bank (**drawn in favour of Executive Engineer, BCD-I, CPWD, Bhubaneswar**) shall be scanned and uploaded to the e-Tendering website within the period of bid submission. The original EMD should be deposited either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CPWD within the period of bid submission. The EMD receiving Executive Engineer (including NIT issuing EE/AE) shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (enclosed) uploaded by tender inviting EE in the NIT.

This receipt shall also be uploaded to the e-tendering website by the intending bidder upto the

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

specified bid submission date and time.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs.20 lakhs, whichever is less, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee of any Commercial bank having validity for **Six months or more** from the last date of submission of bids which is to be scanned and uploaded by the intending bidders.

9. Copy of Enlistment Order and other documents as specified in the press notice shall be scanned and uploaded to the e-Tendering website within the period of bid submission. However, certified copy of all the scanned and uploaded documents as specified in press notice shall have to be submitted physically by the lowest bidder only within a week in the office of tender opening authority.

Online bid documents submitted by intending bidders shall be opened only of those bidders, **whose EMD deposited with any division office of CPWD** and other documents scanned and uploaded are found in order.

10. The bid submitted shall become invalid if:
 - (i) The bidder is found ineligible.
 - (ii) The bidder does not up load all the documents (**including GST registration**) as stipulated in the bid document.
 - (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest tenderer in the office of tender opening authority.
 - (iv) If a tenderer does not quote any percentage above/ below on the total amount of the tender, the tender shall be treated as invalid and will not be considered as lowest.
 - (v) Bids on which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the bidders.
 - (vi) The lowest bidder does not deposit all the original documents (except those original documents already submitted) within a week **opening of tender**.
 - (vii) The Bidder does not furnish the Performance Guarantee of work as per NIT condition.
11. **Performance Guarantee**
 - i. The Contractor whose tender is accepted, will be required to furnish performance guarantee at specified percentage of the tendered amount as mentioned in Schedule 'E' and within the period specified in Schedule F. This guarantee shall be in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee of any Commercial Bank.
 - ii. The contractor whose tender is accepted will also be required to furnish by way of Security Deposit for the fulfilment of his contract, an amount equal to **2.5%** of the tendered amount of the work. The Security deposit will be collected by deductions from the running bills as well as final bill of the contractor at the rates mentioned above. The Security amount will also be accepted in the shape of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any of the Commercial Banks will be accepted for this purpose provided confirmatory advice is enclosed.
12. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with PFO, ESIC and BOCW Welfare Board including Provident Fund Code No. if applicable and also ensure the compliance of aforesaid provisions by the sub contractors, if any engaged by the contractor for the said work and Programme Chart (Time and Progress) within the period specified in Schedule F.

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

13. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.
14. The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
15. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for reject.
16. **In case of Non submission of Hard copies within stipulated time by the lowest bidder and or any discrepancy is noticed between the documents as uploaded at the time of submission of the bid online and hard copies as submitted physically in the office of Executive Engineer, then the bid submitted shall become invalid and the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.**
17. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
18. The contractor shall not be permitted to bid for works in the CPWD Circle (Division in case of contractors of Horticulture/Nursery category) responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Chief Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the Central Public Works Department or in the Ministry of Urban Development. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
19. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
20. **The bids for the work shall remain open for acceptance for a period of **Thirty days (30)** from the date of opening of bids, Further**
 - a. If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department within 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or

remedy, be at liberty to forfeit 50% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.

- b. If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department after expiry of 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
 - c. In case of forfeiture of earnest money as prescribed in para (i) and (ii) above, the bidders shall not be allowed to participate in the rebidding process of the same work.
21. This notice inviting Bid shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
- (a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - (b) Standard C.P.W.D. Form 7 or other Standard C.P.W.D. Form as applicable.

**EE-BBSR-I/CPWD/ Bhubaneswar For
& on behalf of President of India**

Correction – Nil, Insertion – Nil, Deletion – Nil	Sr.D/Man
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Information and instructions for Executive Engineer for e-tendering.

- (i) The Executive Engineer of all divisions **including NIT issuing division/sub division** of CPWD should receive the original EMD for tender of other division.
- (ii) The NIT approving authority /EE at the time of issue of NIT shall also fill and upload the following prescribed format of receipt of deposition of original EMD along with NIT.
- (iii) The Executive Engineer receiving EMD in original form shall examine the EMD deposited by the bidder and shall issue a receipt of deposition of earnest money to the agency in a given format uploaded by tender inviting EE. The receipt can also may be issued by the AE(P)/AE/AAO.
- (iv) The Executive Engineer receiving original EMD shall also intimate tender inviting Executive Engineer about deposition of EMD by the agency by email/fax/telephonically.
- (v) The original EMD receiving Executive Engineer shall release the EMD after verification from the e-tendering portal website (Error! Hyperlink reference not valid. free view> advance search>awarded tenders) that the particular contractor is not L-1 tenderer and work is awarded.
- (vi) The tender inviting Executive Engineer will call for original EMD of the L-1 tender from EMD receiving Executive Engineer immediately.
- (vii) The earnest money given by all the tenders except the lowest tenderer should be refunded immediately after the expiry of stipulated bid validity period or immediately after acceptance of the successful bidder, whichever is earlier.

RECEIPT OF DEPOSITION OF ORIGINAL EMD

(Receipt No.date.....)

**Name of Work: Construction of Central Sanskrit University, Puri. SH:
Horticulture work.**

- | | | |
|----|----------------------------------|--------------------------------------|
| 1. | NIT No.: | 19/NIT/EE-I/CPWD/BBSR/2026-27 |
| 2. | Estimated Cost: | Rs 6,28,496/-- |
| 3. | Amount of Earnest Money Deposit: | Rs 12,570/- |
| 4. | Last date of submissionof bid | 03:00 PM on 06.08.2026 |

-
- | | | |
|----|--------------------------------------|-------|
| 1. | Name of the contractor | |
| 2. | Form of EMD | |
| 3. | Amount of Earnest Money Deposit..... | |
| 4. | Date of submission of EMD | |

**Signature Name and Designation of EMD
Receiving officer (EE/AE(P)/AE/AAO)
along with office stamp**

(# To be filled by EMD receiving EE or NIT issuing EE/AE as the case may be)

Correction – Nil, Insertion – Nil, Deletion – Nil

Sr.D/Man

**GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT**

State: Odisha

Zone: Region Kolkata

Branch: B & R

Division: EE-I, CPWD, BBSR

COMPOSITE PERCENTAGE RATE TENDER & CONTRACT FOR WORKS

Percentage Rate Tender for the work of “**Construction of Central Sanskrit University, Puri.
SH: Horticulture work..**”

- (i) To be uploaded upto **03:00 PM on 06.08.2026** at <https://etender.cpwd.gov.in>
- (ii) Eligibility bid to be opened in presence of tenderers who may be present at **03:30 PM on 06.08.2026** .in the office of The Deputy Director (Horticulture), Bhubaneswar Horticulture Division, CPWD, Bhubaneswar.

TENDER

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule ‘F’, viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **Thirty (30) days** from the due date of its opening and not to make any modification in terms & conditions.

A sum of **Rs 12,570/-** is hereby forwarded in Cash/ Receipt Treasury Challan / Deposit at call Receipt of a Scheduled Bank / fixed Deposit receipt of scheduled Bank/ Demand draft of a scheduled Bank / Bank guarantee issued by a scheduled bank as earnest money.

A copy of earnest money in receipt treasury challan/deposit at call receipt of a scheduled bank/fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by a scheduled bank is scanned and uploaded. If I/We, fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said President of India or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that President of India or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said Performance Guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 of the tender form.

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

Further, I/We agree that in case of forfeiture of earnest money or performance guarantee as aforesaid I/We shall be debarred for participation in the retendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/We shall be debarred for tendering in CPWD in future forever. Also, if such a violation comes to the notice of Department before start of work, the Engineer-in- Charge shall be free to forfeit entire amount of Earnest money Deposited/ Performance Guarantee.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/ derived there from to any person other than a person to whom I/We, am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Dated.....**

Signature of the Contractor

Witness:-----**

Postal Address-----**

Address:-----

E-MAIL-----

Occupation:-----

FAX-----

TelephoneNo ----- **

** To be filled by contractor/witness.

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the of the President of India for a sum of Rs. ----- (Rs. -----
-----).

The letters referred to below shall form part of this contract agreement:

- a)
- b)
- c)

For & on behalf of President of India

Signature.....

Designation.....

Date.....

Correction – Nil, Insertion – Nil, Deletion – Nil

Sr.D/Man

PROFORMA OF SCHEDULES

SCHEDULE 'A'

Schedule of quantities

Schedule of Quantities for Page No **43 TO 48**

SCHEDULE 'D' Extra schedule for specific requirements/ document for the work, if any.	NIL
SCHEDULE 'E' Reference to General Conditions of Contract	General Conditions of Contract-2023 Construction Work modified and ammended upto the last date of submission of Bids.
Name of Work	“Construction of Central Sanskrit University, Puri. SH: Horticulture work. .”
Estimated cost of work	Rs 6,28,496/--
Earnest money	Rs 12,570/-
Performance guarantee	(a) Performance Guarantee of 5% (Five Percent) of the Tendered value or Estimated Cost put to Tender(ECPT) (whichever is higher) (b) Where the tendered amount is less than eighty percent (80%) of the ECPT, the Performance Guarantee, in addition to the requirement under (a) above, shall be increased by an amount equal to the difference between eighty percent (80%) of the ECPT and the tender amount within the period specified in schedule F (GCC 2023 Construction work ammended vide No-DG/CON/Construction 2023/20 Dt.27.02.2026)
Security deposit	2.5% of Tendered Value
SCHEDULE 'F' GENERAL RULES & DIRECTIONS:	
Officer inviting tender	EE-BBSR-I/CPWD/Bhubaneswar or successor thereof.
Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3	See below
Definitions:	
Engineer-in-Charge	EE-BBSR-I/CPWD/ <u>Bhubaneswar</u> or successor thereof.
Accepting Authority	EE-BBSR-I/CPWD/Bhubaneswar or successor thereof.
Percentage on cost of materials and labour to cover all overheads and profits:	15%
Standard Schedule of Rates	1. <u>DSR(Horticulture & Landscaping)'2025</u>
Correction – Nil, Insertion – Nil, Deletion – Nil	
Sr.D/Man	

Department	Central Public Works Department.
Standard CPWD Contract Form	General Conditions of Contract-2023 Construction Work, CPWD Form 7 as amended up to last date of submission of bid.
Clause 1	
(i) Time allowed for submission of Performance Guarantee, Programme chart (time and progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance.	7(Seven) days
(ii) Maximum allowable extension with late fee at 0.1% per day of performance guarantee amount beyond the period provided in (i) above	3 (Three) days
Clause 2	
Authority for fixing compensation under clause 2	Chief Engineer, CPWD, Bhubaneswar or successor thereof.
Clause 2A	
Applicable Clause 2 / Clause 2A	Clause 2 – Estimated Cost > 25 Lakhs Clause 2A – Estimated Cost < 25 Lakhs
Clause 5	
Number of days from the date of issue of letter of acceptance for reckoning date of start	10(Ten) days

Table of Mile Stone(s)

S.No.	Physical / Financial Progress	Time allowed (from date of start)	Amount to be withheld in case of non achievement of milestone.
1.	Work done amounting to half the value of tendered amount	Half time limit	2% of the tendered value of the work will be withheld for failure of each milestone
2.	Work done amounting to full the value of tendered amount	Full time limit	3% of the tendered value of the work will be withheld for failure of each milestone

Time allowed for execution of work from date of start	07 (Seven) Month
Authority to decide:	
(i) Extension of time (Without levy of compensation)	EE-BBSR-I/CPWD/ <u>Bhubaneswar</u> or successor thereof.
(ii) Rescheduling of milestones	Chief Engineer, CPWD, Bhubaneswar or successor thereof.
(iii) Shifting of date of start in case of delay in handing over of site	Chief Engineer, CPWD, Bhubaneswar or successor thereof.

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

Clause 6: Clause Applicable	CMB
Clause 7	
Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment	Rs. 0.89 Lakhs or as per direction of Engineer-in-charge concerned.
Clause 7A No Running Account Bill shall be paid for the work till the applicable labour licenses, Registration with EPFO, ESIC and BOCW Welfare Board, whatever applicable are submitted by the contractor to the Engineer-in-charge. Whether Clause 7A shall be applicable	Yes
Clause 7B Whether Clause 7B shall be applicable (Payment to third party) as per OM No.DG/CON/310 dt:17.07.2020. and DG/CON/334 dt:30.08.2022	Yes
Clause 10A List of testing equipments to be provided by the contractor at site	Not Applicable
Clause 10 B (ii) Whether clauses 10 B (ii) shall be applicable	Not Applicable
Clause 10C Components of labour expressed as percent of value of work :	Applicable 25% (Twenty five percentage)
Clause 10CA	Not Applicable
Clause 10CC Clause 10CC to be applicable in contracts with stipulated period of completion exceeding the period shown in next column	Not Applicable
Clause 11	
Specifications to be followed for execution of work	CPWD Specification 2020 Vol-I & Vol-II with correction slips issued upto previous day of receipt of Bids, relevant I.S. Codes for Civil works and manufacturer's specification & DSR'2025 (Landscaping & Horticulture)
Clause 12	Applicable as per DG/CON/Construction/2023/03 dated 18/12/2023
Type of work	Construction Work
12.2. & 12.3 Deviation limit beyond which clauses 12.2 & 12.3 shall apply for building work (a) For all items of the work	100%
Clause 16 Competent authority for deciding reduced rates.	Chief Engineer, CPWD, Bhubaneswar or successor thereof.
Clause 18	

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

List of mandatory machinery, tools & plants to be deployed by the contractor at site	T&P and machinery required at site as per site condition and as per item of execution.
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Clause-19	As per OM No.DG/CON/314 dt.24.02.2021
Clause-19 C	Engineer -in- Charge (Authority to decide penalty for each default)
Clause-19 D	Engineer -in- Charge (Authority to decide penalty for each default)
Clause-19 G	Engineer -in- Charge (Authority to decide penalty for each default)
Clause-19 K	Engineer -in- Charge (Authority to decide penalty for each default)

Clause-25 As per OM No.DG/CON/317 dt.28.06.2021 and OM No.DG/CON/318 dt.17.08.2021			
(i)	Conciliator	:	SDG (KOLKATA)
(ii)	Arbitrator Appointing Authority	:	Chief Engineer, CPWD,Bhubaneswar
(iii)	Place of Arbitration	:	To decided by Arbitrator in consultation with both the parties

Clause 32						
Requirement of technical representative(s) and recovery rate						
Sl. No.	Minimum Qualification of Technical Representative	Designation of Technical Staff	Minimum experience (Years)	Number (of major + minor component)	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 32	
					Figures	Words
1.	Graduate Engineer Or Diploma Engineer	(Project Manager cum planning / Quality/Site / Billing Engineer)	2 Years or 5 Years	1 No	Rs. 15,000/- per month	Rupees Fifteen Thousand per month.

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with Graduate Engineers.

Diploma holder with minimum 10 years relevant experience with a reputed construction company can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holders should not exceed 50% of requirement of degree engineers.

EE-BBSR-I/CPWD/ Bhubaneswar

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

ANNEXURE -I

[As per OM No. DG/CON/311 dated 20.10.2020]

On non judicial stamp paper of minimum Rs. 100.

(Guarantee offered by Bank to CPWD in connection with the execution of contracts)

(This form supersedes the form given in GCC – 2020)

**Form of Bank Guarantee for Earnest Money Deposit/Performance Guarantee/Security
Deposit/Mobilization Advance**

1. Whereas the Executive Engineer..... (name of division), CPWD on behalf of the President of India (hereinafter called "The Government") has invited bids under(NIT number)..... dated for..... (name of work) The Government has further agreed to accept irrevocable Bank Guarantee for Rs. (Rupees only) valid upto (date)*..... as **Earnest Money Deposit** from (name and address of contractor) (hereinafter called "the contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.

OR**

Whereas the Executive Engineer (name of division) CPWD on behalf of the President of India (hereinafter called "The Government") has entered into an agreement bearing number with (name and address of the contractor) (hereinafter called "the Contractor") for execution of work (name of work) The Government has further agreed to accept an irrevocable Bank Guarantee for Rs. (Rupees only) valid upto (date)..... as **Performance Guarantee/Security Deposit/Mobilization Advance** from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.

2. We, (indicate the name of the bank) (herein after referred to as "the Bank"), hereby undertake to pay to the Government an amount not exceeding Rs (Rupees only) on demand by the Government within 10 days of the demand.
3. We, (indicate the name of the Bank), do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs (Rupeesonly).
4. We, (indicate the name of the Bank), further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any Court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

5. We, (indicate the name of the Bank), further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. We, (indicate the name of the Bank), further agree that the Government at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities.
7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
8. We, (indicate the name of the Bank), undertake not to revoke this guarantee except with the consent of the Government in writing.
9. This Bank Guarantee shall be valid up to unless extended on demand by the Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs (Rupees..... only) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date:

Witnesses:

Signature.....
Name and address

Authorized signatory
Name:
Designation:
Staff code no:
Bank seal:

Signature.....
Name and address

- * Date to be worked out on the basis of validity period of 90 days where only financial bids are invited and 180 days for two/three bid system from the date of submission of tender.
- ** In paragraph 1, strike out the portion not applicable. Bank Guarantee will be made either for earnest money or for performance guarantee/security deposit/mobilization advance, as the case may be.

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

Sample letter for Acceptance of tender**By REGISTERED POST**

No.

Dated,

To

(Name and Address of the contractor)

Subject: (Name of work as appearing in the tender for the work).

Dear Sir(s)

Your tender for the work mentioned above has been accepted on behalf of the President of India at your tendered / negotiated tender amount of Rs.....(Rupees.....) which is% below / above the estimated cost of Rs.....(Rupees.....)

1. You are requested to submit the performance guarantee of Rs.(Rupees.....) within 7 days of issue of this letter. The Performance Guarantee shall be in any of the prescribed form as provided in Clause – I of the General Condition of Contracts for CPWD Works and shall be valid upto On receipt of prescribed performance guarantee necessary letter to commence the work shall be issued and site of work shall be handed over to you thereafter.

2. Please note that the time allowed for carrying out the work as entered in the tender..... days, will be reckoned from **10 days** subject to maximum allowable extension under Clause

1(ii), from the date of issue of this letter.

Yours faithfully,

EE-BBSR-I/CPWD/ Bhubaneswar

For & on behalf of President of India

.....Division, CPWD

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

Annexure-III**Sample letter for Commencement of works****By Registered Post**

No.

Date:

To

(Name and Address of the contractor)

Subject: (Name of work as appearing in the tender for the work).

Ref: 1. Performance guarantee submitted by you vide your letter No Dated for above work.

2. This office letter of intent/ acceptance of tender No.....dt.....

Dear Sir(s)

1. In continuation to the letters referred above, you are requested to attend this office to complete formal agreement within 7 days from stipulated date of start.

2. You are requested to contact the Assistant Engineer (complete address) for taking possession of site and starting the work on or before days from the date of letter of acceptance of tender. Please note, that the time allowed for carrying out the work as entered in the tender () days, will be reckoned from to days subject to maximum allowable extension under Clause 1(ii), from the date of issue of acceptance letter

Yours faithfully,

EE-BBSR-I/CPWD/ Bhubaneswar

For & on behalf of President of India

.....Division, CPWD

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

PART-B

HORTICULTURE

WORKS

BRIEF SCOPE OF WORK

Name of Work: “Construction of Central Sanskrit University, Puri. SH: Horticulture work. .”

Design & Scope : Following provision has been considered in this estimate:

1. Supplying and stacking of good earth
2. Providing & Laying Selection No. 1 doob grass turf.
3. Plantation of Trees, Shrubs and Hedge
4. Complete maintenance of the entire garden features.

Correction – Nil, Insertion – Nil, Deletion – Nil	Sr.D/Man
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PARTICULAR SPECIFICAITONS & SPECIAL CONDITIONS

**TECHNICAL SPECIFICATION AND TERMS & CONDITIONS FOR
HORTICULTURE WORKS**

1. GENERAL :

The technical specifications and terms & conditions for maintenance of Horticulture works should be read in conjunction with the general conditions of contract

2. SCOPE OF WORK

The scope of the contract covers all landscape & maintenance works in respect of existing garden features as detailed under the item of work which includes lawns, ground covers, rockeries, flower beds, creepers and climbers, shrubs, topiary works, ornamental and flowering trees, fruit trees, planters at all the levels of the area including self grown trees within the area, if required to be retained. The Officer-in-Charge has the right to carry out further Landscape development in these areas and minor extensions will be included in the scope of works but major projects will be dealt with eparately. All garden areas including plantation areas are to be kept **neat and tidy throughout the period of contract.**

3. PERIOD OF CONTRACT :

The period of contract will be for **07 (Seven) Months**

4. GENERAL SUPERVISION :

The maintenance will be carried out under the general supervision of Asstt. Director (Hort.) of Bhubaneswar Horticulture Division or his representative S.O.(Hort.).

The areas will be regularly inspected by the authorized staff of the Department to check the attendance of contractor's staff, material used and for general supervision.

The instructions of departmental staff are to be carried out promptly. In case of any difference of opinion/interpretation of specifications and conditions, the matter is to be referred by the contractor to the Officer-in-Charge for his decision, which shall be final and binding

5. CONTRACTOR'S SUPERVISION :

5.1(a) The contractor must engage two full time Supervisor who preferably should be experienced in the horticulture field, preferably having B.SC Agriculture degree with 2 years experience.

OR

5.1(b) Retired Garden supervisor/ Horticulture supervisor from CPWD, GMC or other Government Deptt. Undertaking or Firm of repute with good physique & health, with sound knowledge of the subject and he should be literate enough to maintain the required records, having 5 years experience.

The Supervisor should be mobile to ensure efficient supervision.

The staff engaged by the contractor shall not be substituted except for sickness/approved leave or otherwise found unfit for the job

Correction – Nil, Insertion – Nil, Deletion – Nil	Sr.D/Man
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Minimum one supervisor is to be engaged for 10-20 of staff. In case, the total staff is less than 10 Nos. one of the skilled labour shall work as working supervisor, but, he must possess the qualification as mentioned in para 5.1(b).

6. CONTRACTOR'S MANPOWER AND MANAGEMENT :

The contractor must engage gardeners and other staff with adequate experience of horticulture works, **not construction labour for lawn/landscape maintenance works.**

The number of field staff for different garden features and operation is specified as per Approved Yardstick of Govt. of India or is based on actual requirement as experienced where Yardstick is not prescribed. The contractor should examine this strength and in case of Disagreement on field staff strength, he should make submission with valid reasons well before the submission of tender documents or along with the tenders for consideration of the Engineer-in-charge whose decision shall be final.

The contractor shall have to engage the minimum agreed staff all the times. Due to exigencies or otherwise, if some additional staff is required to be deployed no additional payment will be made to the contractor if the works are to be carried out within the maintained area, and within the scope of work.

The contractor shall maintain attendance and other records of the manpower engaged by him required under the rules and must observe all the formalities required under the labour act. The garden staff wear uniform/dresses of approved design and colour during the working hours.

The normal working hours will be 8 hours a day from 9.00 A.M. to 5.00 P.M. with 1 hour lunch break from 1.00 P.M. to 2.00 P.M., subject to staggering of duty hours as per actual requirements. During Sundays and other holidays, the contractor must deploy essential staff to ensure minimum maintenance.

For the exigencies, contractors shall deploy the required number of staff beyond normal duty hours if directed so to carry out the works within the scope of agreement.

7. GENERAL MAINTENANCE :

The maintenance shall include watering, fertilizing, plant protection from pests and diseases, mowing and upkeep of lawns, sweeping and disposal of garden refuse, minor weeding, cutting of edges, pruning and clipping of hedges, topiary work as per pruning standards, raking, preparation and planting of seasonal flowers, minor repair works, and all other landscape operations necessary for the proper growth of garden features and presenting a satisfactory standard of maintenance through out the period of contract. The general maintenance includes but is not limited to the works specified in the following paragraphs.

~~The maintenance period of 3 months will start only after WHOLE work is completed and until WHOLE work is not completed, the part of WHOLE work which has been completed shall also has to be maintained by the contractor till the WHOLE work has been completed.~~

8. IRRIGATION :

The contractor shall be responsible for the daily watering of the lawn/landscape areas, at his cost for labour and material (like Hose pipes, hydrant Keys etc.).

The contractor shall be responsible for the adequate watering of the lawn/landscape areas.

The contractor shall be responsible for washing/spraying with water of trees, shrubs and other plants as and when directed to do so.

No water shall be provided either by CPWD / Client department. The cost of water shall be borne by the contractor only at his own cost.

9. MANURING AND FERTILIZATION & SPREADING OF GOOD EARTH :

The contractor shall do the required manuring and three application (November to February) of fertilization and spreading of good earth. The labour involved in manuring and fertilizing shall be borne by him. The cost of fertilizer/manure and good earth will be paid separately/will be provided by the department.

10. PLANT PROTECTION :

Periodic checks are to be carried out for pests and diseases. In the event of infestation, prompt spraying of appropriate pesticides, fungicides etc. will be required for the eradication of the same. Spraying is to be handled by Trained staff in this field. The contractor shall be held fully responsible for any damage caused to garden features by application of wrong chemicals. The contractor shall be held responsible for any mishap or injury to the staff handling insecticides and fungicides etc. The required insecticides, fungicides, chemicals etc. shall be supplied by the Department and the other operations in regard of the plant protection shall be carried out by the contractor

11. LAWN MOWING AND SWEEPING :

Lawn should be mowed at regular intervals and grass should not be allowed to over grow under any circumstances. The frequency of lawn mowing in the following orders is to be observed except in case of unavoidable circumstances. Trimming of grass, hedge and mowing margins with the help of garden sword/hedge sheer/edge sheer/khurpa etc. should be done immediately after mowing.

Mowing once in month

December, January

Removal and disposal of all garden refuse, dry branches etc. and machine cut grass to an appropriate dumping area as specified by the department.

12 . PURNING AND TRAINING :

Clipping and training of hedges, edges minimum once a fortnight and trimming of shrubs, Trees Creepers, Bougainvilleas and other standard at regular intervals is to be done.

Stacking of plants, wherever required and stacks and supports will be adjusted from time to time. This also requires replacement of damaged trees belts/trees ties by the contractor.

Pruning, Cutting and Clipping, Deadwoods, Water sprouts, Suckers shall be removed, hedges and other standard required to achieve formal and geometric shape shall be so clipped.

Regular cutting back of certain types of plants to encourage proper growth. Pruning is to be done in such a manner as not too much change their natural and normal shape.

Standard should be so trained that they present a uniform shape 13

CULTIVATION & WEEDING :

13.1 Regular minor weeding of lawns, cutting of edges of lawns, ground covers and flower beds, making basins of trees and shrubs pits and hoeing is to be done. The garden is to be kept free from weeds or alien plants. This operation must be carried out at frequent intervals throughout the year, to keep the garden neat and tidy all the year round.

14 FLOWERS AND PLANT MATERIAL :

The flowers beds are to be maintained by planting winter and summer seasonal flowers. This includes preparation of flowers beds, submission of planting schemes at least three months in advance of planting indicating the varieties/colours planting beds and proper care. The department will provide all the required seeds and seedlings. In spite of that contractor must raise the seedlings in nursery as far as possible. The contractor will prepare the planting schemes for full year. The adequate number of seedlings to be planted. The contractor will make any damage to the seedlings/flowers good. In case, department is to plant/supply seedlings or flower pots when the contractor fails to comply with instructions promptly or is otherwise unable, the necessary recovery shall be made from the contractor.

The seeds & seedlings shall be supplied by the Department, planting and contractor should do other care & maintenance. However, any loss, damage to the seedlings due to the negligence of the contractor shall be made good by him. **However, 10% extra seedlings shall be provided by the Department for normal mortalities.**

The flowers beds should be thoroughly dug and prepared at least 3 to 4 weeks before actual plantation.

15. REPAIR AND REPLACEMENT :

The contractor shall carry out all minor repairs to garden features damaged due to digging in the area negligent handling by the staff, excessive erosion caused by watering/rains and all replacements of plants that die during the period of maintenance or those that are unhealthy, unsightly or of impaired condition, to be made as soon as practicable after damage is evident. Any replacement/substitution suggested by the department shall be done by removal of existing plant material etc. making pits for new ones and actual planting, but the department will supply the plants.

The cost of garden features, plant material etc. due to natural calamities shall be borne by the department, however, labour required for these purposes shall be arranged by the contractor.

16. PERCAUTIONARY MEASURES :

The contractor must take all necessary precautions for carrying out the above operations. In the event of any injury/accident to any person(s) damage to government or private properties, the responsibility and liability will be entirely on the contractor.

17 CERTIFICATE OF WORK DONE, PAYMENT AND PENALTIES :

All payment to the contractor shall be based on the monthly invoices/bills submitted by the A.D. & S.O.

In case the contractor fails to carry out the instructions, **the cost of work not done will be deducted from the monthly bills of the contractor as proposed by the A.D & S.O. and decided by the Engineer-in-charge, which may be double the cost of actual procurement cost or as decided by the Officer-in-Charge.**

18. QUANTITY OF WORK :

The quantity of work may be increased or decreased by the competent authority and the contractor shall be bound to execute the work on the quoted rates.

19. RATES :

The rates should be inclusive of all expenses such as **wages, cutting of hedge, mowing of lawn, application of fertilizers, insecticides and pesticides and carriage of Hort. Rubbish generated during the whole day operation.**

20. TOOLS AND PLANTS/AGRICULTURAL MACHINERY :

All the tools & plants/agricultural machinery required for the proper maintenance of the lawn/landscape works is to be arranged by the contractor including Hose pipes & Manual or power Driven Lawn Mowers, manually operated Sprayers etc. 1 No. lawn mower is necessary for the site and its running and repair cost to be met by the contractor.

21. TERMINATION OF CONTRACT :

Not with standing anything mentioned in the standard conditions of the contract or elsewhere, the Engineer-in-charge reserves the right to terminate the contract without assigning any reason at any time during the period of contract by giving the contractor one month notice to this effect.

[B] SPECIAL CONDITIONS**FOR HORTICULTURE WORKS**

1. **All the works shall be done as per CPWD specification 2020 Vol-I to VI and DSR (Horticulture & Landscaping)'2025 with upto date correction slips and as per direction of Officer-in-Charge.**
2. The contractor should have experienced horticulture labour and supervisor, as mentioned in particular specification and special conditions point no. 5.
3. All the planting materials should be healthy, well developed and free from insect, pest and diseases.
4. The good earth should be free from brick, bats, stones and gravels and fit for gardening.
5. The manure should be well rotted cattle manure free from foreign material etc.
6. No T & P shall be supplied by the department; it shall be arraigned by the agency.
7. The contractor shall be responsible for damage of existing garden feature etc. and necessary charges may be levied for the damage.
8. The contractor shall be responsible for the labour regulations discipline and decorum and proper liaisoning with the clients.
9. Lab test report of good earth from recognized laboratory that the good earth supplied is fit for horticulture purpose after every 300 cum of good earth supply

[GENERAL TERMS AND CONDITIONS (HORTICULTURE WORK)]

1. The Contractor shall bear all incidental charges for cartage, storage and safe custody of materials issued by department/arranged by the contractor.
2. The contractor shall dispose off malba, rubbish & other unserviceable materials and wastes at their own cost to the notified / specified dumping ground and under no circumstances these shall be stacked / dumped, even temporarily, at the site.
3. Except for the items, for which particular specifications are given or where it is specifically mentioned otherwise in the description of the items in the schedule of quantities, the work shall generally be carried-out in accordance with the "CPWD specification 2019 Vol-I to VI and DSR (Horticulture & Landscaping)'2018 with up to date correction slips and instructions of Engineer -in-Charge. Whenever CPWD Specification are silent, the latest IS Codes / Specifications shall be followed.
4. Unless otherwise specified in the schedule of quantities, the rates tendered by the contractor shall be all inclusive and shall apply to all heights, leads and depths and nothing extra shall be payable on this accounts.
5. Conditional tenders will not be accepted. However the tenders with unconditional rebate will be accepted only as per O.M. No. DGW/MAN/55 dated - 13.11.2000 issued by Authority of DG (W), CPWD, New Delhi.
6. In case of any mishap during the work in progress, contractor shall be fully responsible . Any kind of compensation shall not be paid by the department to contractor or his staff.
7. The trucks carrying soil, sand, manure, sludge and cow dung etc. will be duly covered to avoid spilling.
8. Adequate dust suppression measures such as regular water sprinkling on vulnerable areas of the site will be undertaken to control fugitive dust.
9. The contractor must study the specifications and conditions carefully before tendering.
10. The samples of the Plant/Grass/Materials shall be got approved from the Officer -in-Charge before execution of the work.
11. Due to security reasons, no land/space will be provided to contractor for store/fabrication/labour huts or any other purpose. Contractor has to make his own arrangement. Nothing extra shall be paid on this account.
12. No payment will be made to the contractor for damage caused by rains, or other natural calamity during the execution of work.
13. The work will be carried out under the general supervision of concerned Officer - In-Charge.
14. If a tenderer quotes nil against in Percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
15. The Contractor will be responsible for police verification of the labour deployed for the execution of work they have to follow the all security norm s/ guidelines of the concerned Ministries / Departments.
16. Name of the staff, who are likely to execute the arrangement works, will have to be submitted to the department, before starting of work. So that necessary security passes and other clearance may be obtained well in time.
17. The contractor/tenderer must be enlisted as Horticulture. Category Contractor in CPWD who have valid license or registration in ESIC and EPFO.
18. The Registration with EPFO and labour license is mandatory if 20 or more labour is employed in any day in the preceding one year.
19. The Registration with ESIC and labour license is mandatory if 10 or more labour is employed in any day in the preceding one year.
20. GST Amount recovered from the bill as applicable.

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

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SPECIFICATIONS OF PLANTS

The plants should be as per following specification:-

1. The plants should be full of fresh and healthy foliage.
2. The plants should be free from insect, pest and disease.
3. Plant should be healthy and vigorous growth
4. The height of the plants will be measured from top of the pots.
5. The plants should be well settled and should not be newly shifted.
6. The plants should be true to the variety and named Variety should be tagged.
7. Moss stick used should be made on plastic pipe.
8. Moss stick should be straight and properly fixed in the pot.
9. The rejected plants materials should be removed from the site immediately.
10. Moss stick should be covered with the plants in case of plants supplied with moss stick. The Plants should be well established and good spread.
11. Good earth and manure used for filling the pot/poly bag free from any inert material and mixed to proper ratio.
12. Pot/ Poly bag used for filling the plants should be proper size good quality not damaged.
13. There should be proper drainage in pots for plants.
14. The flowering plants should also have proper flowering and should be true to the variety.
15. All plant should have the tendency of growth and should not be stunted type.
16. There should be no stagnation of water in the pots

Additional Specifications and Conditions, General guidelines for COVID

1.0 COMPLIANCE WITH LOCAL BYE-LAWS, RULES AND REGULATIONS

The work shall be carried out in the manner complying in all respects with the requirements of relevant bye-laws of the local body under the jurisdiction of which the work is to be executed or as directed by the Engineer-in-Charge and nothing extra shall be paid on this account. The contractor shall give due notices to the Municipality, Gram Panchayat, Police and /or other authorities as may be required under the law / rules under force and obtain all requisite licenses / permissions to carry out the work and pay all charges which may be leviable on account of his execution of the work under the agreement. Nothing extra shall be payable on this account.

In the event of any restrictions being imposed by security and traffic agencies or any other authority having jurisdiction in the area on the working or movement of labour / material, the contractor shall strictly follow such restrictions and nothing extra shall be payable to the contractor on this account. The loss of time on this account, if any, shall have to be made up by generating additional resources etc.

2.0 PROTECTION OF EXISTING STRUCTURES / SERVICES AND INTERFERENCE WITH OTHER WORKS

The contractor shall protect existing drains, pipes, cables, overhead wires, sewer lines, water lines and other services encountered in the course of execution of the work, and shall repair any damage caused by him at his own expense. The contractor shall not store materials or otherwise occupy any part of the site in a manner likely to hinder the operation of such services.

The contractor shall carry out his work so as not to interfere with or hinder the progress or completion of the work being performed by other contractor (s) or by the Engineer-in-Charge and shall as far as possible arrange his work and shall place and dispose of the materials being used or removed, so as not to interfere with the operations of other contractors. He shall arrange his work with that of the others in an acceptable and coordinated manner and shall perform it in proper sequence to the complete satisfaction of Engineer-in-Charge.

3.0 RECESSES, HOLES, OPENINGS, ETC.

The contractor shall leave such recesses, holes, openings, etc. as may be required for the electric, air-conditioning and other related works for which inserts, sleeves, brackets, conduits, base plates, clamps etc. shall fix the same at the time of casting of concrete, stone work and masonry work or at any similar location if required, and nothing extra shall be payable on this account.

4.0 TEMPORARY ELECTRICITY AND TELEPHONE CONNECTION FOR EXECUTION OF WORK

The contractor shall make his own arrangements for temporary electric and telephone connection, if required and make necessary payment including all initial cost, security money and electric / telephone charges for its use direct to the authority concerned. The Engineer-in-Charge will provide all possible assistance by way of reasonable recommendation for obtaining electricity connection to the concerned authorities but bears no responsibility for the same.

5.0 JURISDICTION OF COURT

Courts at Cuttack alone shall have the jurisdiction to decide any dispute arising out of or in respect of this contract.

6.0 TENDER DRAWINGS

The Contractor may inspect the same in the office of the tender inviting Executive Engineer, if required by him, before submission of the tender. The Department shall not bear any responsibility for the lack of knowledge and also the consequences, thereof to the Contractor. The information and

Correction – Nil,
Insertion – Nil,
Deletion – Nil

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data shown in the drawings and mentioned in the tender documents have been furnished, in good faith, for general information and guidance only. The Engineer-in-Charge, in no case, shall be responsible for the accuracy thereof and/or interpretations or conclusions drawn there from by the Contractor and all consequences shall be borne by the Contractor. No claim, whatsoever, shall be entertained from the Contractor, if the data or information furnished in tender document is different or in-correct otherwise or actual working drawings are at variance with the drawings available for inspection or attached to the tender documents. It is presumed that the contractor shall satisfy himself for all possible contingencies, incidental charges, wastages, bottlenecks etc. likely during execution of work and acts of coordination, which may be required between different agencies. Nothing extra shall be payable on this account.

7.0 ALL HEIGHTS, LIFTS, LEADS AND DEPTHS

Unless otherwise specified in tender document, the rates tendered by the contractor shall be all inclusive and shall apply to all heights, lifts, leads and depths of the building and nothing extra shall be payable to him on this account.

8.0 STACKING OF MATERIALS

The Contractor(s) shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place. No excavated earth or building rubbish shall be stacked on areas where other buildings, roads, services and compound walls are to be constructed. The stacking shall take place as per stacking plan however, if any change is required, the same shall be done with the approval of Engineer-in-Charge.

9.0 PREVENTION OF NUISANCE AND POLLUTION CONTROL

The contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the owners, tenants or occupiers of adjacent properties and to the public in general and to prevent any damage to such properties from pollutants like smoke, dust, noise. The contractor shall use such methodology and equipment so as to cause minimum environmental pollution of any kind during and minimum hindrance to road users and to occupants of the adjacent properties or other services running adjacent/near vicinity. The contractor shall make good at his cost and to the satisfaction of the Engineer-in-Charge, any damage to roads, paths, cross drainage works or public or private property whatsoever caused due to the execution of the work or by traffic brought thereon by the contractor. All waste or superfluous materials shall be carried away by the contractor, without any reservation, entirely to the satisfaction of the Engineer-in-Charge.

10.0 DAMAGE CAUSED BY RAIN, SNOWFALL, FLOOD OR ANY OTHER NATURAL CALAMITY

No payment shall be made for any damage caused by rain, snowfall, flood or any other natural calamity, whatsoever during the execution of the work. The contractor shall be fully responsible for any damage to the government property and the work for which payment has been advanced to him under the contract and he shall make good the same at his risk and cost. The contractor shall be fully responsible for safety and security of his material, T&P/Machinery brought to the site by him.

11.0 WATCH AND WARD/GUARD OF THE BUILDINGS

The contractor shall be responsible for the watch and ward/guard of the buildings, safety of all fittings and fixtures including all equipment, services provided by him against pilferage and breakage during the period of Installations and thereafter till the buildings are physically handed over to the CRPF Sambalpur or one year after physical date of completion whichever is earlier. No extra payment shall be made on this account and no claim shall be admissible on this account for this period.

12.0 PROTECTION OF FLORA

The contractor will take reasonable precautions to prevent his workman and employees from removing and damaging any flora (plant/vegetation) from the project area.

Correction – Nil,
Insertion – Nil,
Deletion – Nil

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13.0 SETTING OUT

- (i) It shall be responsibility of the contractor to ensure correct setting out of alignment. Total Station survey instruments only shall be used for layout, fixing boundaries, and centre lines, etc., Nothing extra shall be payable on this account.
- (ii) Though the site levels are indicated in the drawings the contractor shall ascertain and confirm the site levels with respect to benchmark from the concerned authorities. The contractor shall protect and maintain temporary/ permanent benchmarks at the site of work throughout the execution of work. These benchmarks shall be got checked by the Engineer-in-Charge or his authorized representatives. The work at different stages shall be checked with reference to benchmarks maintained for the said purpose. Nothing extra shall be payable on this account.
- (iii) The contractor shall be entirely and exclusively responsible for the horizontal, vertical and other alignments, the level and correctness of every part of the work and shall rectify effectively any errors or imperfections therein. Such rectifications shall be carried out by the Contractor at his own cost to the entire satisfaction of the Engineer-in-Charge.

14.0 CO-OPERATION WITH OTHER CONTRACTORS /SPECIALIZED AGENCIES / SUBCONTRACTORS

- (i) The Contractor shall take all precautions to abide by the environmental related restrictions imposed by any statutory body having jurisdiction in the State as well as prevent any pollution of streams, ravines, river bed and waterways. All waste or superfluous materials shall be transported by the Contractor, entirely to the satisfaction of the Engineer-in-Charge and disposed at designated places only. Utmost care shall be taken to keep the noise level to the barest minimum so that no disturbance as far as possible is caused to the occupants / users of adjoining buildings. No claim what so ever on account of site constraints mentioned above or any other site constraints, lack of public transport, inadequate availability of skilled, semi-skilled or unskilled workers in the near vicinity, non-availability of construction machinery spare parts and any other constraints not specifically stated here, shall be entertained from the Contractor. Therefore, the tenderers are advised to visit site and get first-hand information of site constraints. Accordingly, they should quote their tenders. Nothing extra shall be payable on this account.
- (ii) The Contractor shall cooperate with and provide the facilities to the sub-Contractors and other agencies working at site for smooth execution of the work. The Contractor shall:
 - (a) Allow use of scaffolding, toilets, sheds etc.
 - (b) Properly co-ordinate their work with the work of other Contractors.
 - (c) Provide control lines and benchmarks to his Sub-Contractors and the other Contractors.
 - (d) Provide electricity and water at mutually agreed rates.
 - (e) Provide hoist and crane facilities for lifting material at mutually agreed rates.
 - (f) Co-ordinate with other Contractors for leaving inserts, making chases, alignment of services etc. at site.
 - (g) Adjust work schedule and site activities in consultation with the Engineer-in-Charge and other Contractors to suit the overall schedule completion.
 - (h) Resolve the disputes with other Contractors/ sub-contractors amicably and the Engineer-in-Charge shall not be made intermediary or arbitrator.
- (iii) Other agencies will also simultaneously execute and install the works of substation / generating sets, air-conditioning, lifts, etc. for the work and the contractor shall afford necessary facilities for the same.
- (iv) The contractor shall conduct his work, so as not to interfere with or hinder the progress or completion of the work being performed by other contractor(s) or by the Engineer-in-Charge and shall as far as possible arrange his work and shall place and dispose off the materials being used or removed so as not to interfere with the operations of other contractor or he shall arrange his work with that of the others in an acceptable and in a proper co –ordination manner and shall perform it in proper sequence to the complete satisfaction of others.

- (v) For completing the work in time, the Contractor might be required to work in two or more shifts (including night shifts). No claim whatsoever shall be entertained on this account, notwithstanding the fact that the contractor may have to pay extra amounts for any reason, to the labourers and other staff engaged directly or indirectly on the work according to the provisions of the labour and other statutory bodies regulations and the agreement entered upon by the Contractor with them.
- (vi) All material shall only be brought at site as per program finalized with the Engineer-in-Charge. Any pre-delivery of the material not required for immediate consumption shall not be accepted and thus not paid for.

15.0 SAFETY PRACTICES AND SUPERVISION

- (i) Necessary protective and safety equipment shall be provided to the Site Engineer, Supervisory staff, labour and technical staff of the contractor by the Contractor at his own cost and to be used at site.
- (ii) No inflammable materials including P.O.L shall be allowed to be stored in huge quantity at site. Only limited quantity of P.O.L may be allowed to be stored at site subject to the compliance of all rules / instructions issued by the relevant authorities and as per the direction of Engineer-in-Charge in this regard. Also all precautions and safety measures shall be taken by the Contractor for safe handling of the P.O.L products stored at site. All consequences on account of unsafe handling of P.O.L shall be borne by the Contractor.
- (iii) In addition to the supervision of work by CPWD engineers, the safety teams deployed by the client if any, shall also be carrying out regular and periodic inspection of the ongoing activities in the work and deficiencies, shortcomings, inferior workmanship pointed out by them shall be communicated by CPWD engineers to the contractor. Upon receipt of instructions from Engineer-in-Charge these are also to be made good by necessary improvement, rectification, replacement upto his complete satisfaction.
- (iv) All the hidden items such as water supply lines, drainage pipes, conduits, sewers etc. are to be properly tested as per the design conditions before covering and their record measurements in computerized measurement book duly checked shall be deposited with Engineer-in-Charge or his authorized representative, prior to hiding these items.
- (v) The contractor shall follow "Safety, Health and Environment Handbook- 2019" issued by CPWD in 2019.

16.A PREVENTION AND CONTROL OF CORONA / COVID-19 VIRUSES AND OTHER HIGHLY INFECTIOUS DISEASES-

The contractor shall take adequate preventive measures and make special arrangements at site like wearing masks / face cover, maintaining social distancing, signage, awareness campaign and other requisite safety measures based on the guide lines issued by M/o Home Affairs (Govt of India), M/o Health & Family Welfare (Govt. of India) and Local Administration time to time. Standard Operating Procedures (SOPs) as given below shall be strictly implemented at work site to prevent the spread of such type of viruses while carrying out works at site.

The rates quoted by the agency shall be deemed to be inclusive of all the expenditure incurred on account of adopting such measures at work site during execution. Nothing extra shall be paid on this account. **A penalty as decided by the Engineer in charge, subject to maximum of Rs.5000 / - per day shall be recovered from the R/A and / or Final bill of the agency on account of default for not adopting requisite preventive measures.**

Standard Operating Procedures (SOPs) and Guidelines for Construction site:

In response to COVID-19 outbreak, the following Standard Operating Procedures (SOPs) and guidelines to ensure safety of construction site are to be adopted by the contractor/ agency. In addition to trained Supervisor(s), a site safety Representative (SSR) will be deployed at every site to ensure the safety guideline is followed. Necessary trainings will be given in advance to Supervisors and SSRs, so that they can train the workers further.

A. General Guidelines-Applicable to All

1. The workers coming from outside will be required to self-declare their health profile as per

Annexure-1 and shall be quarantined for a period of at least 15 days Mandatory.

2. Thermal scanning of everyone entering and exiting a construction site will be done for fever with thermal scanners. If anyone leaves and re-enters the site during the shift, re-screening of the individual will be done prior to re-entry into the work site.
3. PPE and other material requirement shall be documented as per **Annexure-2**.
4. Provision for hand wash and sanitizer (touch free recommended) will be made at all entry and exit points and common areas (including at distant locations like higher floors).Everyone will be required to wash and sanitize his/ her hands before entering the site and using PPEs. Same procedure to be followed after removing PPEs and exiting the premise. Sufficient quantities of all the items should be available at site.
5. All Protocol including emergency response will be laid out. Periodic tailgate sessions will be arranged to review site protocols in view of highly dynamic scenario ensuring social distancing norms. During these sessions, everyone including workers will be informed about the safety guidelines and important updates. Necessary arrangements for announcements shall be made at every site.
6. Mandatory use of PPEs (face mask . hand gloves and other as applicable) by everyone entering the premise. Re-usable PPEs should be thoroughly cleaned and should not be shared with others.
7. Entire construction site including the site office, labour camp, canteens, pathways, toilets and entry/ exit gates will be disinfected on daily basis. Housekeeping team should be provided with necessary PPEs.
8. There shall be total ban on non-essential visitors at sites (including from Head office staff , consultants etc)
9. There will be strict ban on Gutka, Tambaku, Paan etc. on site and spitting shall be strictly prohibited.
10. Food should be consumed at designated areas only ensuring social distancing.
11. Common sitting arrangements should be removed.
12. Post lunch waste should be disposed by individual in the designated bins and area should remain clean.
13. Area with a probability of bigger gathering for e.g. cleaning area, toilets etc should be identified and all arrangements should be made to ensure social distancing.
14. A doctor will be present periodically (at least once a week) at site on allotted time for any medical assistance.
15. Appropriate signage at construction site spelling out safety practices in the language which is understood by all.
16. Hospitals/ clinics in the nearby area, which are authorized to treat COVID-19 patients, should be identified and list should be available at site all the time.
17. For any confusion, clarification and update, everyone should approach designated authority or rely on authentic service.
18. Rumors should be discouraged and offenders be warned.
19. An isolation room should be created at site.

B. General Guidelines for workers-

1. On day before resuming the work on site post lockdown / un-lockdown period, mandatory medical checkup will be arranged for all workers. The workers coming from outside will be

Correction – Nil,
Insertion – Nil,
Deletion – Nil

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quarantined for a period of at least 15 days. Only medically fit workers will be deployed at site and medical assistance will be arranged for unfit workers. Medical check-up camps should be arranged every month.

2. The labours staying at site will not be allowed to go outside. All the essential items will be made available to labours at site only. If necessary, the workers can go out wearing PPEs, after informing Supervisor. Similarly, no outside labours will be allowed at site without following proper procedure and instructions.
3. Start time at site will be staggered to avoid congestion at the entry gates. Number of workers working at a particular time / place will be reduced by making arrangements for different shifts / areas. Accordingly, additional staff such as security guards, supervisors etc will be deployed.
4. As in most cases, workers reside at sites, hence there is no need for any travel. For workers staying at outside, (which are always nearby) special transportation facility will be arranged without any dependency on the public transport system.
5. During attendance, training and other sessions, social distancing guidelines will be followed along with provision of no touch attendance.
6. Workers should not shake hands when greeting others and while working on the site.
7. Workers shall avoid contact with sick people and avoid going to site, if they are feeling sick, have fever, cough or shortness of breath. In such case, supervisor should be informed immediately.
8. Workers with such symptoms should not come to site and should be placed in isolation and medical assistance will be provided on immediate basis.
9. Mandatory wear face masks while working on site. While not wearing masks, worker shall cover his mouth and nose with tissues.
10. Cough / sneeze should be done in the crook of one's arm and your elbow.
11. Avoid large gathering or meeting of 10 people or more. Stay at least 6 feet away from others on job sites and in gatherings, meetings and training sessions.
12. Not more than 2/4 persons (depending on size) will be allowed to travel in lifts or hoists. Use of staircase for climbing should be encouraged.
13. Workers should clean hands frequently by washing them with soap and water for at least 20 seconds. When hand washing is not possible, alcohol based hand sanitizer with greater than 60% ethanol or 70% isopropanol should be used.
14. Workers should not share their belongings like food, water bottles, utensils, mobile phones etc with others.
15. The utensils should be washed properly post use at designated place.
16. Post work, workers should change their clothes before leaving the site and clothing should not be shook out.
17. Avoid touching eyes, nose or mouth with unwashed hands.

C. Guidelines for Materials, Tools, Machinery, Vehicles etc-

1. Wipe down interiors and door handles of machines or construction vehicles, the handles of equipment and tools that are shared, with disinfectant prior to using.
2. Non- touch waste bin with disposable garbage bag should be installed for waste collection at all common access areas.
3. Proper disposal of garbage should be ensured.

4. At all point of time, easy access to parking should be ensured since public transit is limited.
5. All construction material arriving at site should be left idle for 3 days before use to ensure safe usage.
6. All vehicles and machinery entering the premise should be disinfected by spray mandatorily.

D. Emergency protocol in case of detection of symptoms of COVID 19 to be observed by Project Manager of Contractor

1. Immediate shift worker to isolation room. Inform the Engineer-In-charge CPWD or his Nodal officer.
2. Call for a doctor.
3. Keep worker under observation for a few days in isolation room. In case of doubt act per advice of local doctor.
4. Covid testing shall be arranges as per instruction of Doctor and if so advised by Doctor move worker to Hospital.
5. Prevent rumors and take strict action against those who spread it.

E. Responsibility of various stakeholder

Responsibility of various stakeholders shall be as below

Sl. No.	Designation	Responsibility
1	CPWD Nodal officer as designated by Engineer in Charge.	To coordinate efforts on behalf of Engineer in Charge and ensure compliance of these SOPs. He shall send a daily confirmation of compliance of SOPs.
2	Project Manager of Contactor	Overall responsibility of ensuring compliance of procedure and precautions in SOP. To submit daily compliance report to CPWD Nodal officer To designate a senior person as COVID Marshal and form a team under him
3	COVID Marshal (Nodal Officer)	To exclusively look after the implementation of all the precautions and procedure at work site and labour camps To intimate daily requirement of PPEs, sanitizers, disinfectants etc in their respective sections Regular attendance of workers to ensure no leaves the site Permission from local authorities Ensuring Timely payment to workers/ staff

Annexure 1**COVID- 19 (Corona virus) Exposure Questionnaire for New workmen.**

Name:	Native (State, District/ City, Village) :
Age:	
Gender:	

Please answer the following questions with as much detail as possible:

1. Location/ Travel Declaration

Please provide your locations/ travel patterns over the past 14 days in Table below:

COUNTRY	CITY/ VILLAGE	DATE ARRIVED/ SINCE WHEN YOU HAVE BEEN IN THE LOCATION	DATE DEPARTED

2. Any cases of COVID-19 in your in the locations where you have been for last 14 days?

YES/ NO

3. Are you, or have you been in close contact with anyone who has been quarantined or who has been diagnosed with novel coronavirus (SARS-CoV-2/COVID-19)? If yes, please provide details.

YES/ NO

4. Have you ever been quarantined due to a possible exposure to novel coronavirus (SARS-CoV-2/COVID-19)? If yes, please provide dates and locations.

YES/ NO

5. Have you experienced any of the following symptoms within the last 14 days?

- Any fever
- Cough
- Shortness of breath
- Malaise (flu-like tiredness)
- Rhinorrhea (mucus discharge from the nose)
- Sore throat
- Gastro- intestinal symptoms such as nausea, vomiting and/or diarrhea

If yes, to any of these, please indicate which and provide full information.

6. Are you currently in good health?

YES/ NO

DECLARATION

I confirm that the answers I have given are, to the best of my knowledge, true, and that I have not withheld any material information that may influence the assessment or acceptance of this application.

I agree that this form will constitute part of my application for insurance(s) and that failure to disclose any material fact known to me may invalidate my insurance(s).

Signature

Date

Time

Witness

Correction – Nil,
Insertion – Nil,
Deletion – Nil

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Annexure- 2**PPE and Other material requirement:**

Sl No	List of items (Personal Sanitization)	At Stores	At Office	At workmen camp
1	Hand Sanitizer (min. 60% alchohol)	1 bottle (500ml) at all entrances and to be refilled on regular basis	1 bottle (500ml) at all entrances and to be refilled on regular basis	2 bottle (500ml) at all entrances and to be refilled on regular basis
2	Alcohol based Soap Solution	To be made available on demand	To be made available on demand	2 bottle (500ml) at the front side of each camps visible & easy to access along with water availability for washing. Need to be refilled on regular basis.
3	Soap (100gm)		1 No in each toilets and wash basins	1 No. to be distributed to each contractor workman once in a week.

Sl No	List of Personal Protective Equipment (PPEs)	Scope
1	Nose Mask & Paper Tissues	For all workmen (daily one for at least one month)
2	Face mask/ Face shield/ Goggles	For workmen involved in disinfection/ sanitization activity (new one to be issued for each day activity) and COVID Marshal
3	Gloves (Nitrile)	For workmen involved in disinfection/ sanitization activity (new one to be issued for each day activity)
4	Coverall/Gowns (Nitrile)	For COVID Marshal and workmen involved in disinfection/ sanitization activity (new one to be issued for each day activity)

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

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Part-C

Schedule of quantities

Schedule of Quantities

NIT No. 19/NIT/EE-I/CPWD/BBSR/2026-27

Name of Work		Construction of Central Sanskrit University, Puri. SH: Horticulture work.				
SI Item No.	DSR (Hort)-2025 item No	Description of Items	Qty	Unit	Rate	Amount
1	2	HORTICULTURE AND LANDSCAPING				
1.1	2.5	Rough dressing the trenched ground including breaking clods.	1000.00	per sqm	2.30	2300.00
1.2	2.6	Uprooting weeds from the trenched area after 10 to 15 days of its flooding with water including disposal of uprooted vegetation.	1000.00	per sqm	7.45	7450.00
1.3	2.7	Fine dressing of the ground	1000.00	per sqm	5.60	5600.00
1.4	2.8	Spreading of sludge, dump manure and/or good earth in required thickness as per direction of officer-in-charge (cost of sludge, dump manure and/ or good earth to be paid separately).	305.00	cum	79.70	24309.00
1.5	2.14	Digging holes in ordinary soil and refilling the same with the excavated earth mixed with manure or sludge in the ratio of 2:1 by volume (2 parts of stacked volume of earth after reduction by 20% : 1 part of stacked volume of manure after reduction by 8%) flooding with water, dressing including removal of rubbish and surplus earth, if any, with all leads and lifts (cost of manure, sludge or extra good earth if needed to be paid for separately)				
1.5.1	2.14.3	Holes 60 cm dia and 60 cm deep	15.00	each	47.85	718.00
1.6	2.24	Flooding the ground with water including making kiaries and dismantling the same.	1000.00	per sqm	3.05	3050.00
1.7	2.25	Supplying and stacking of well decayed cattle manure at site including royalty and carriage upto 05 k.m. lead complete (Cattle manure measured in stacks will reduced by 8% for Payment).	5.00	cum	667.10	3336.00

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

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1.8	2.34	Providing & laying Selection no. 1 doob grass turf with earth 50mm to 60mm thickness of existing ground prepared with proper level and ramming with required tools wooden and than rolling the surface with light roller make the surface smoothen and light watering the same and maintenance for 30 days or more till the grass establish properly, as per direction of the officer in charge	1000.00	per sqm	113.70	113700.00
1.90	2.50	Providing & fixing of White River (Stone) Pebbles size of 2" to 2.50" dia in natural colour at site of work including loading, unloading, carriage and all taxes paid etc.and as per direction of officer in charge.	10.00	per qtl	776.60	7766.00
1.1	2.57	Plantation of Trees, Shrubs, and Hedge at site i/c watering and removal of unserveiceable material's as per direction of officer in charge (excluding cast of plant & water)				
1.10.1	2.57.1	Tree plant	15.00	Each	9.45	142.00
1.10.2	2.57.3	Cost of plantaion per Hedge/ Ground Covers plants	1220.00	Each	3.15	3843.00
1.11	2.60	Removal of garden waste by TATA 407 or equivalent including loading/ unloading and carriage upto 1 km lead,complete disposal upto designated place as per direction of officer-in-charge.	10.00	per trip	615.25	6153.00
		SECTION OF DAR CIVIL APPLICABLE FOR DAR (HORTICULTURE AND LANDSCAPING)				
1.12	2.28	Surface dressing of the ground including removing vegetation and inequalities not exceeding 15 cm deep and disposal of rubbish, lead upto 50 m and lift up to 1.5 m				
1.12.1	2.28.1	All kinds of soil	1000.00	sqm	36.35	36350.00
2	3	FOLIAGE AND SHADE LOVING PLANTS				
2.1	3.67	Providing, stacking and Displaying Phoenix Palm having ht. 75 cm to 90 cm with 10 to 15 leaves, well developed, fresh and healthy in 25 cm size of Earthen pot / Plastic pot and as per direction of the officer-incharge.	1	Each	234.4	234.4

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

2.2	3.93	Providing, stacking and Displaying Adenium (grafted) having height 20 cm to 25 cm, blooming stage with fresh & healthy foliage well developed in 16 cm to 20 cm Ceramic pot and as per direction of the officer-in-charge.	20	Each	401	8020
2.3	3.99	Providing, stacking and Displaying Anthurium plants having height 20 cm and above, blooming stage with fresh & healthy foliage well developed in 12 cm to 15 cm Ceramic pot and as per direction of the officer-in-charge.	20	Each	308.45	6169
2.4	3.101	Providing, stacking and Displaying Areca Palm (dwarf) having ht. 90 cm to 105 cm with 45 to 50 suckers well developed fresh and healthy with lush green foliage in 30 cm Earthen /Plastic pot and as per direction of the officer-in-charge.	10	Each	512.05	5120.5
2.5	3.114	Providing, stacking and Displaying Spathiphyllum (peace lilly) having ht. 25 cm and above, blooming stage with fresh & healthy foliage, well developed in 16 cm to 20 cm Ceramic pot and as per direction of the officer-in-charge.	10	Each	320.8	3208
3	5.00	ORNAMENTAL PLANTS				
3.1	5.20	Providing, stacking and Displaying Ficus black vivion pillar Topiary (Cylinder type) well developed with fresh & healthy 180 cm to 210 cm ht in 40 cm Cement Pot/ Plastic Pot and as per direction of the officer-in-charge.	2	Each	2220.8 5	4442.00
3.2	5.56	Providing, stacking and Displaying Ixora singaporensis different colour having 30 cm and above ht., well developed with fresh & healthy foliage with bloom in 25 cm Earthen Pot/Plastic Pot and as per direction of the officer-in-charge.	410	Each	154.25	63243.00
4	6.00	GROUND COVER PLANTS				
4.1	6.32	Providing and stacking Alternanthera species of height 10 cm to 12 cm, full of branches and foliage in Poly Bag and as per direction of the officer-in-charge.	90.00	Each	14.45	1301.00

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

4.2	6.34	Providing and stacking Duranta Golden, having ht.12 cm to 15 cm bushy shape with fresh and healthy leaves in Poly Bag and as per direction of the officer-in-charge	520.00	Each	14.45	7514.00
4.3	6.37	Providing and stacking Wadelia trilobata, full of leaves in Poly Bag and as per direction of the officer-in-charge.	200.00	Each	7.20	1440.00
5	7.00	TREE PLANTS				
5.1	7.11	Providing and stacking of Bottle palm ht. 210-240 cm bottom girth 30- 35 cm well developed in big HDPE bag as per direction of the officer-incharge.	15.00	Each	379.15	5687.00
6		NON SCHEDULED ITEMS				
6.1	M.R	Supplying and stacking of good earth at site including royalty and carriage upto 25 (Twenty five) km lead complete (earth measured in stacks will be reduced by 20% for payment).	300.00	per cum	1001.60	300480.00
6.2	M.R	Supplying and application of Neem Cake as per approved quality in HDPE bags containing 50 (fifty) Kg each at the site of work i/c loading, unloading, stacking, transportation etc.as per direction of ther officer in charge.	100.00	per kg	69.20	6920.00
		Total of All Estimated Items (Rs)				628496.00

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man

Blank

PART – D:

Proforma for Quoting Rates

Correction – Nil,
Insertion – Nil,
Deletion – Nil

Sr.D/Man

NIT No: 19/NIT/EE-I/CPWD/BBSR/2026-27					
Name of Work: Construction of Central Sanskrit University, Puri. SH: Horticulture work. .					
Estimated cost put to Tender				Rs 6,28,496/--	
PERFORMA FOR QUOTING THE RATES					
Name of Contractor					
Sr. No.	Horticulture work	Estimated cost (Rs.)	Percentage above/ below the Total Estimated Cost	% in figures	Total Cost (Rs.)
Total Estimated Cost		Rs 6,28,496/--			

Correction – Nil,
 Insertion – Nil,
 Deletion – Nil

Sr.D/Man