

## **DOCUMENT**

Maintenance of Nature Park at Athanavur in  
Yelagiri hill panchayat, Thirupathur Taluk.

**DETAILS OF THE MAINTENANCE OF OPERATION WORKS IN THE  
NATURE PARK AT ATTHANAVUR, YELAGIRI HILLS PANCHAYAT,  
TIRUPATHUR TALUK.**

1. Maintenance of Soft and Hard Landscaping including irrigation system and RO system
2. Maintenance and operation of 5 No. Fountains and Operating (Main One and Sub 4 Nos)
3. Maintenance and operation of Cascade (Artificial Water Fall) including chlorination system
4. Maintenance of Children's Park including replacement of defective equipments
5. Maintenance of Green House including replacement of plants
6. Maintenance of Poly House including replacement of plants
7. Maintenance of Fish Aquarium including change of fishes
8. Maintenance and operation of Musical Fountain
9. Maintenance and operation of Ticketing chambers
10. Maintenance and operation of lights inside the park and musical fountain including payment of monthly current bills
11. Maintenance of water supply system including replacement of motor, pipes and other accessories and payment of EB bills

## SCOPE OF WORK

### LANDSCAPE MAINTENANCE INCLUDES:

Daily Operations

Weekly operations

Bi-weekly Operations

Monthly operations

Quarterly operations

Bi-yearly operations

Yearly operations

Landscape Maintenance service in Brief:

#### I. Daily Operations:

Daily Operations includes

- i) Daily Watering
- ii) Daily cleaning the landscape area from debris, stone, cement mortars, papers, dried leaves, dead plants etc., which will keep the landscape area hygienic and neat.
- iii) Daily monitoring the plants and lawn area for pest and disease infestation.
- iv) Daily reporting to client's official / in charge.
- v) Removal of weeds and Un wanted plants.
- vi) Attending to the client's requirement on prior basis.
- vii) Checking of Manpower attendance and reporting.

## **II. Weekly Operations:**

### Weekly Operations includes

- i. Forking the soil for better aeration and for better Nitrogen fixation by  
Which proper plant growth is achieved.
- ii. Weeding the shrubs and lawn area.
- iii. De marking the shrubs from the lawn area.
- iv. Basin formation for all trees, shrubs, ground covers.
- v. Correction of stacking
- vi. Cleaning the other allied of interest and on clients request
- vii. Conducting weekly meeting with staffs.
- viii. Submission of weekly report to client's official / in charge.

## **III. Bi-Weekly Operations:**

### **Bi-Weekly Operations includes:**

- i. Forking the soil for tree sps.
- ii. Basin formation for tree sps.
- iii. Conducting site visit along with Employers Representative down the points and acting accordingly.
- iv. Trimming and pruning of plants hedges.

#### **IV. Monthly Operations:**

##### **Monthly Operations include:**

- i. Mowing the lawn area with proper Machine operated/ hand operated mow.
- ii. Application of pesticides as prophylactic sprays to plants and on to lawn areas.
- iii. Application of fungicide as prophylactic sprays to all plants and to lawn area.
- iv. Application of inorganic fertilizers on required area as directed by Employer's representative.
- v. Cleaning of irrigation sprinklers.
- vi. Cleaning of irrigation pond.
- vii. Conducting review meeting with Employers Representative.
- viii. Submission of Statutory records to the Employers Representative.

#### **V. Quarterly operations:**

- i. Application of organic and In organic fertilizers to all Plants and tree sps.
- ii. Application of micronutrient mixtures to palms.
- iii. Application of preventive microbial cultures for plants on the shoot zone level.
- iv. Monitoring the plants, trees, shrubs growth rate and reporting it to the client's official / in charge.
- v. Flushing of sprinkler line and correction of irrigation nozzles.
- vi. Replacement of powering plants in Seasonal Garden area.
- vii. Replacement of plantation in the whole park area as when required.

### **Instructions:**

1. Proposals are invited from the reputed land scape designers for maintenance of newly created Nature Park at Elagiri Hills in Tirupattur Taluk of Vellore District in Tamil Nadu, Situated at about 125 Kms from Bangalore, 190 KMs from Chennai and 25 KMs from Jolarpet Railway Station.
2. The maintenance contract shall be granted on 3 years lease basis and the successful firm/individual shall be allowed to collect utility charges from the general public besides generating income from food Court, restaurant, advertisements, amusement activities etc.
3. Following qualification conditions shall apply:
  - a) The firm/individual should be registered landscaping firm with minimum standing of at least 3 years.
  - b) The firm/individual should show a minimum turnover of Rs.1 Crores in each of the last 3 years in the field of landscaping. (Claim should be substantiated by income tax reports and audited statement).
  - c) The firm/individual should furnish the list of clients it has served in the last 3 years with the value of work done for each client.
4. The Proposals shall be evaluated on following criteria.
  - a) Proposals of only those Firms/Individuals, who meet minimum criteria shall be evaluated.
  - b) Minimum lease rent quoted for each of the three years of Maintenance Contract Period shall not be less than Rs.5.00 lakhs.
  - c) Proposal of the firms/individual who quotes the highest lease rent in each of the three years (In case of any dispute, lease rent quoted for 3 years by each firm shall be added and divided by 3 to arrive at the average lease rent quoted and highest average lease rent quoted shall be approved) shall be accepted.
- 5) The firms/individuals should submit their proposal in two covers. Cover one subscribed as “Technical Proposal” shall contain technical details and maintenance action plan/man power proposed etc. by the firm/individual. Cover two, subscribed as “Financial Proposal” shall be separately sealed and contain quote of lease amount to be paid to the Elagiri Tourism Promotion Society. This cover shall be opened only for those firms/individuals who qualify technically.

- 6) i) The firm/individual should furnish detailed action plan for maintenance of Nature Park for the 3 years. Scope of work has been separately attached for the reference of the bidders.  
  
ii) The firm/individual should furnish details of equipments to be utilised for the maintenance of the Nature Park.
- 7) The firm/individual should furnish details of the Labours to be used for maintenance of Nature Park for 3 years.
- 8) All columns in the tender schedule shall be duly, properly and exhaustively filled in ink. The rate shall be entered in words also underneath the figures. No alteration in the description of the schedule shall be permitted. All corrections should be authenticated under the full signature of the tenderer. In case of variations in the rate quoted in words and in figures, the quoted in words only will be taken into consideration.
- 9) The tender shall be valid for 90 days from the date of opening of Price Bid.
- 10) The two sealed cover containing the Technical Bid and Price Bid separately should be submitted in one sealed cover along with a covering letter.
- 11) In exceptional circumstances, the ETDP Society may solicit the bidders consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (or by E.mail or fax.)
- 12) Bids must be received by the ETDP Society at the address specified not later than the time and date specified in the Invitation of Bids. In the event of the specified date for the submission of bids being declared a holiday for the ETDP Society, the bids will be received up to the appointed time on the next working day.
- 13) The ETDP Society may, at its discretion, extend the deadline for submission of bids by amending the bid documents. In which case all rights and obligations of the ETDP Society and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

- 14) During evaluation of bids, the ETDP Society may, at its discretion, ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing.
- 15) The ETDP Society will scrutinize the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Bids from Representatives, without proper authorization from the tenderer shall be treated as non-responsive.
- 16) The notification of award will constitute the formation of the contract.
- 17) The Proposals submitted beyond the date and time fixed shall be summarily rejected.
- 18) The papers of the Technical bids should be numbered serially by the tenderer himself in ink.
- 19) Any postal delay or loss in transit will not bind ETDP Society.

**COLLECTOR**

## YELAGIRI HILLS

Ideally perched at 1410.60 meters or 3500 Ft. above sea-level, it's just the weekend spot for those who want peace, quiet, relaxation and adventure. And in the bargain, having lots of fun too! A hill station where the sweet smell of nature isn't just restricted to the blossoms and the fresh air, but to the delicious aroma of jackfruit and mangoes as well.

Yelagiri hills boasts of pleasant climate through out the year. Yelagiri hill is one of the quieter hill stations of Tamil Nadu which offers perfect getaway from the madding crowds of the city. Located near Vellore, it takes an exciting journey through 14 hairpin bends to reach the top in just 20 minutes. And needless to say, spectacular sights await you along the way – the imposing hills, the green slopes, the magical forests and old-world villages, In short, the perfect destination for a tranquil holiday.

Located just 3-4 hours from either Chennai or Bangalore, yelagiri ushers people into a world where no one is in a hurry. people slow until they keep pace with the relaxed surroundings—and at that precise moment, they know what it is to unwind . The pleasant silence, the chirping of the birds, the rustling of the wind through leaves – these are perhaps the only sounds you will hear. And its close proximity to the metros makes it easy for everyone to dash off for a short trip over a weekend.

## **NATURE PARK:**

Nested cozily in the heart of the hills, adjacent to the lake, is the NATURE PARK. This is the best address in Yelagiri. Nature Park is set in 12 acres of specially landscaped area. The design philosophy behind this green clad leisure center is simple – new and wholesome family entertainment. From end to end, Nature Park is designed to create pleasant and fun-filled environment, the perfect getaway for the harried city-dwellers and the tourists alike.

Nature Park has been formed at an approximate cost of Rs.2 crore over a barren piece of land of about 12 acres which has now been converted into a green paradise. Nature Park is Vellore's answer to a deteriorating environment. Nearly one year of extensive work on barren Hilly soil has converted the area into a Green heaven. The plants have been selected in such a way to suit the rocky soil and to give a pleasant look with colours adding up to the viewers.

The concept and features behind the nature park emphasize greenery to its maximum and the fountains add up to the Park as the red cherry on hot cake – thus the green lawn and water body will provide the visitors a very soothing experience and peace of mind. The seasonal garden with lots of colours, childrens' park for the young ones, artificial cascade with bath facility and the musical fountain with multi colour

lighting and dancing water to the popular numbers makes the visit to the park a wholesome and sublime experience. Fish Aquarium, Bamboo house, Poly house and green house are added attractions. Space for Cafeteria and cultural hall add to the value of the Park.

**COLLECTOR**

**NATURE PARK AREA**

**ANNEXURE**

1)	Grass Area	6078 M <sup>2</sup>
2)	Aquarium 20 x 20 M <sup>2</sup>	400 M <sup>2</sup>
3)	Musical Fountain	2100 M <sup>2</sup>
4)	Planting Plants Area	6600 M <sup>2</sup>
5)	Polly House	625 M <sup>2</sup>
6)	Green House	167 M <sup>2</sup>
7)	Bamboo House	212 M <sup>2</sup>
8)	Power Black Area (4 + 1 Fountains)	2605 M <sup>2</sup>
9)	Water Cascade Area	450 M <sup>2</sup>

## **LEASE AGREEMENT**

- 1) This lease Agreement is valid for three years from the date of signing of the Agreement.
- 2) The lessee agree to pay a performance guarantee to a value equivalent to 25% of the lease amount quoted.
- 3) The lessee shall maintain the park as per the scope of work prescribed in Annexure to this agreement.
- 4) The lessee shall maintain the park in good and green condition.
- 5) The musical and other Fountains and the Artificial Cascade should be maintained in good conditions and water quality of the musical fountain and cascade should be maintained to the prescribed standards (water quality standard to be prescribed). Maximum breakdown period allowed for these two utilities is 48 hrs. and beyond that a fine shall be levied upon the lessee @ Rs.500/- per day.
- 6) The park should be maintained neat and clean with sufficient number of signboards and dust bins and plastic use in the park should be prohibited.
- 7) All expenses in running of the park including EB bills, manpower payment, water bill/EB charges for drawl of water etc., plantation charges, equipment replacement/repair etc. shall be born by the lessee.
- 8) All employees engaged in the park maintenance shall be the employees of the lessee and the Society shall in no way be liable to them for and future claim. The employees of the lessee shall also have no claim for any permanent employment upon the Society.

- 9) The lease amount for each year shall be paid in advance of atleast 2 months before the expiry of the previous year except for the first year where the lease amount shall be paid on the date of signing of the agreement.
- 10) The lessee should furnish his detailed action plan for maintenance of the park for 3 years in before the signing of the lease agreement and the detailed action plan should be in consonance with the scope of work attached to this agreement (Annexure-I)
- 11) The lessee shall also furnish the list of equipments and the details of man power to be used for the maintenance of the park.
- 12) The lease agreement cannot be terminated before the expiry of lease period except on complaint that the park is not being maintained in good condition which has to be certified after verification by an independent committee constituted of lessee, a leading land scape designer to be appointed in mutual agreement with the lessee and the Society under the chairmanship of Project Officer, DRDA with Deputy Director (Horticulture) as one of the members.
- 13) In case of any dispute, the decision of the Chairman of the Yelagiri Tourism Development and Promotion Society shall be final. However, before the terminating the lease, all efforts shall be taken to address the issues and problems sorted out . The lessee seeks and reasonable time frame to rectify the defects. The same shall be provided to him.
- 14) In case of termination of lease agreement, the lessee shall be eligible to take away all of his movable equipments and manpower.

- 15) At the end of the lease period or in case of termination of the agreement before the lease period, the condition of the park and the facilities should be in good condition as certified by the committee as suggested in article 12. In case of failure in this respect on part of the lessee, the performance guarantee shall be revoked and amount deposited to the Society account.
- 16) After expiry of the lease period, the lessee shall have no right or claim to continue maintaining the park until and unless permitted by the Society. However, he is free to freshly apply for maintenance contract as and when the Society advertises.

**COLLECTOR**

**PROFORMA FOR PERFORMANCE BANK GUARANTEE**

In consideration of the Collector, Vellore District (hereinafter called 'DISTRICT COLLECTOR') having agreed to exempt \_\_\_\_\_ (hereinafter called 'the said contractor(s)') from the demand under the terms and conditions of an agreement No. \_\_\_\_\_ dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ for the provision of Maintenance of Newly Established Nature Park @ Yelagiri Hills (hereinafter called "the said agreement"), of security deposit for the due fulfillment by the said contractor (s) of the terms and conditions contained in the said Agreement, on production of the bank guarantee for \_\_\_\_\_ we, (name of the bank) \_\_\_\_\_ (hereinafter refer to as "the bank") at the request of \_\_\_\_\_ (contractor(s) do hereby undertake to pay to the District Collector an amount not exceeding \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered District Collector by reason of any breach by the said Contractor(s) of any of the terms and conditions contained in the said Agreement.

2. We (name of the bank) \_\_\_\_\_ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the District Collector by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractors failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of District Collector in these counts

shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding \_\_\_\_\_

3. We undertake to pay to the District Collector any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suitor proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment thereunder and the contractor(s)/supplier(s) shall have no claim against us for making such payment.

4. We (name of the bank) \_\_\_\_\_ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the District Collector under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till \_\_\_\_\_ (office/Department) District Collector certifies that the terms and conditions of the said Agreement have been fully or properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on Bidder's Signature us in have been fully or properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the expiry of **Three Years (as specified in P.O)** from the date hereof, we shall be discharged from all liabilities under this guarantee thereafter.

5. We (name of the bank) \_\_\_\_\_ further agree with the District Collector that the District Collector shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the District Collector against the said Contractor(s) and do 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(s) or for any forbearance, act or omission on the part of the District Collector or any indulgence by the District Collector to the said Contractor(s) 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. This guarantee will not be discharged due to the change in the constitution of the bank or the Contractor(s)/supplier(s).

7. We (name of the bank) \_\_\_\_\_lastly undertake not to revoke this guarantee during its currency except with the previous consent of the District Collector in writing.

Dated the \_\_\_\_\_ day of \_\_\_\_\_

for \_\_\_\_\_  
(indicate the name of the bank)

**EXPRESSION OF INTEREST**

Elagiri Tourism Development and Promotion Society has proposed to invite expression of interest to maintain the newly established nature park in an area of about 12 acres at Elagiri Hill in Thirupathur Taluk of Vellore District in Tamil Nadu situated about 125 Kms from Bangalore and 195 Kms from Chennai.

The interested firms/individuals are requested to submit their proposal for maintenance of the Park and other facilities for three years quoting the lease amount they agree to pay (minimum lease amount is Rs.5 lakhs) each year. The sealed proposals should reach at the following address on or before 28.08.2008 upto 3.00 P.M.

The Personal Assistant to Collector (Development)  
'A' Block, 3 rd Floor, CPC Building, Sathuvachari,  
Vellore – 632 009.

Phone No: 0416 – 2252718 and 2253265.

The details of the Park and other maintenance conditions can be downloaded from the website <http://www.vellore.tn.nic.in> or obtained in person from the above mentioned address.

Minimum qualifications for the interested parties:

1. The firm/individual should be a registered land scaping firm with a minimum standing of 3 years.
2. The firm/individual should show a minimum turn over of Rs.1 Crore in each of the last 3 years in the field of land scaping (Substantiate the claim through the IT report and audited statements).
3. The firm must submit the list of clients it has serviced in the last 3 years with the value of work done for each client.

All the firms/individuals must quote their lease rent proposal in a separate sealed cover which shall be opened only after technical evaluation for those firms/individuals alone who qualify technical evaluation.

All the received proposals shall be opened on the same day at 4.00 P.M. for evaluation.

District Collector,  
Vellore-9.