



VJTI
Veermata Jijabai Technological Institute
(Erstwhile- Victoria Jubilee Technical Institute, Est.1887)
Matunga, Mumbai 400 019
(Central Technological Institute, Maharashtra state)
Tel. No. 022-24198155(Off), Fax 24102874
www.vjti.ac.in

VJTI/Dean I&M/2022

Date: 15th July 2022

To,

.....
.....
.....
.....

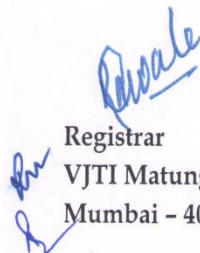
Name of the Work: Trimming of 126 Nos. trees in VJTI Premises.

- A. Tenders are invited in single envelop system for the above work.
- B. The bidders are requested to submit the tender documents in single envelop system in sealed envelope subscribing to the name of the work and the last date of tender submission on the envelope.
- C. The estimated amount of the work is **Rs.3,32,850.00 (Rupees Three Lacs Thirty-Two Thousand Eight Hundred Fifty Only)** .
- D. EMD for the Tender is Rs.3,400.00 (Rupees Three Thousand Four Hundred Only) (Refundable Amount - EMD)
- E. Tender Processing Fee is Rs.500.00 + Rs.90.00 (GST@18%) = Rs.590.00 (Rupees Five hundred ninety only) (Non-Refundable Amount - Tender Processing Fee)

The tender Particulars are as below:-

Sr. No.	Activities	Date
1.	Submission of the tender document	Up to 30 th July 2022 at 4.00 pm
2.	Site visit	22 th July 2022
3.	Opening of Tender	2 nd August 2022
4.	Completion Period	30 Days

You are invited to submit the tender for the above work as per the above schedule.


Registrar
VJTI Matunga,
Mumbai - 400 019.

**VJTI**


Veermata Jijabai Technological Institute
(Erstwhile- Victoria Jubilee Technical Institute, Est.1887)
Matunga, Mumbai 400 019
(Central Technological Institute, Maharashtra state) Tel. No. 022-
24198155(Off), Fax 24102874
www.vjti.ac.in

VJTI/Dean I&M/2022

Date: -15th July 2022**Notice for Invitation of Tender for Trimming of 126 Nos. trees in VJTI Premises.**

Name of Work	<u>Trimming of 126 Nos. trees in VJTI Premises.</u>
Estimated Cost	Rs.3,32,850.00 (Rupees Three Lacs Thirty Two Thousand Eight Hundred Fifty Only).
Completion Period	30 Days
Earnest Money Deposit	Rs.3,400.00 (Rupees Three Thousand Four Hundred Only)
Tender Processing Fee	Rs.500.00+ Rs.90.00 (GST @18%) = Rs.590.00 (Rupees Five Hundred Ninety only)
Period of tender download	15 th July 2022 to 30 th July 2022

Tender Form, Qualification Criteria, Terms & Conditions of Tender are available on the official website of VJTI; visit <http://vjti.ac.in> If any queries regarding Tender, contact Infrastructure Development & Maintenance Section (situated at Ground floor, Main Building; [Tel:022-24198139](tel:022-24198139)/ 9920304377/ 9082665738)


Registrar
VJTI Matunga,
Mumbai - 400 019.

**INVITATION
OF
TENDER FOR
TRIMMING
OF 126 NOS.
TREES
IN
VJTI
PREMISES.**

**VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE
MATUNGA, MUMBAI - 400019.**

VJTI/Dean I&M/2022

Date: - 15th July 2022

1. INVITATION TO BIDDERS

Tenders are invited from interested Contractors working with BMC /Government Departments or other reputed organizations to submit Tender in sealed envelopes to Veermata Jijabai Technological Institute (VJTI), Matunga, Mumbai 400019.

1.1 Name of Work:

Trimming of 126 Nos. trees in VJTI Premises.

1.2 Location:

Premises of Veermata Jijabai Technological Institute, Matunga Mumbai - 400019.

1.3 Estimated Cost:

Rs.3,32,850.00 (Rupees Three Lacs thirty Two Thousand Eight Hundred fifty Only)

1.4 Time of Completion of the Project:

30 Days

1.5 Earnest Money Deposit (EMD):

The Interested Contractors to submit an earnest money deposit of **Rs.3,400.00 (Rupees Three Thousand Four Hundred Only)** in the form of Demand Draft /Pay Order issued by Nationalized/Scheduled Bank in favor of "**Director, VJTI**" along with the Document without which Tender will be liable to rejection. The Earnest Money Deposit of the successful renderer will be retained.

1.6 Release EMD:

After successful Completion of work and taking out all leaves, trimmed branches outside the BMC approved debris ground.

Tender processing fee (Non-Refundable):

A non-refundable amount of **Rs.590.00 (Rupees Five Hundred Ninety only)** in the form of Demand Draft/Pay Order issued by Nationalized/Scheduled Bank in favor of "**Director, VJTI**" payable at Mumbai to be submitted along with tender documents without which Tender will be liable to rejection.

1.7 Availability of Tender document:

The Tender document should be downloaded from the Institute website <http://www.vjti.ac.in/tenders> from 19th July 2022 to 30th July 2022.

1.8 Site Visit (Understanding the scope of work for submitting Tender):

Site visit by the Bidder to understand the scope of work is compulsory for submission of Tender. Contractor/ Authorized representative (having experience in carrying out similar works) should visit the site, which is scheduled on **22th July 2022** forenoon.

Contact Maintenance Section of VJTI for the site visit. Fill up the Site Visit form

after the site visit. A copy of the Site visit form (duly signed by the Maintenance supervisor and the representative of the Contractor).

1.9 Date & Place of Submission of Tender document:

Up to **30th July 2022** at 4.00 PM at Inward Section of VJTI in the Administrative and Academic Section on the first floor in the main building.



1.10 Tender document Addressed to:

The Director, Veermata Jijabai Technological Institute, Matunga, Mumbai - 400019.

1.11 The Director, VJTI reserves the right to accept or reject any Tender document or part thereof without assigning any reason whatsoever.



Registrar.

 VJTI Matunga,
 Mumbai - 400 019.

2. Requirements and Instructions

2.1 Instructions to Contractor:

1. The contractor shall submit the Tender document by hand delivery (documents submitted by postal or courier service will not be accepted).
2. The Contractor's name & address should also be put on all the envelopes. (Compulsory)
3. The contractor is required to put his firm's endorsement (signature with the seal of the Company) on each page of the Tender Document as a token of acceptance.
4. The contractor should fill in all the relevant blanks spaces and put signatures in the relevant places indicated in the documents.
5. Corrections and overwriting, if any, shall be authenticated suitably.
6. No alterations or additions are to be made by the Contractor to the texts in the Tender Document. Violation of this instruction will lead to the rejection of the Tender.
7. The unsealed Tender (envelopes) not superscripted properly, conditional and unsigned Tender Document and Tender Document that is incomplete or otherwise considered defective shall be rejected.
8. After opening the sealed tender document, no unsolicited correspondence or revision in the offer, whatsoever may be in nature, shall be entertained.

I accept the above terms and conditions.

Signature of the Contractor

Seal and Stamp

3. General Conditions of Contract

Contractor please read the general conditions carefully before submitting the offer.

1. The successful Bidder has to submit an insurance document (Contractors All Risk / Employee's Compensation) issued by the Directorate of Insurance issue of Letter of Intent (LOI) by VJTI (as per following Notification / GR).
शासकीय विमा निधी महाराष्ट्र राज्य (कंत्राटी कामाचा व ते कामपूर्ण करण्यासाठी नियुक्त करण्यात येणाऱ्या कामगारांचा विमा शासकीय विमा निधीकडे उतरविण्याकरिता कार्यपद्धत निश्चित करणेबाबत.) शासन निर्णय क्रमांक व दिनांक:-महाराष्ट्रशासन, वित्तविभाग, शासननिर्णयक्र. विमासं - १०९७ / प्र. क्र. २८ / शासनहमीदिनांक.१९/०८/१९९८.महाराष्ट्रशासन, नगरविकासविभाग, पत्रक्र. जीईन१०१८/१३५७/प्र. क्र. १६६/९८/ नवि - २४दिनांक. ०३/११/२००३.
2. The successful Bidder has to submit a copy of the receipt of payment of payment to Labour Welfare Fund issued by the office of the Welfare Commissioner Of Labour Welfare Board, Government of Maharashtra issue Letter of Intent (LOI) by VJTI (as per following Notification / GR).
शासनाने इमारत व इतर बांधकाम कामगार (रोजगार नियमन व सेवाशर्ती) अधिनियम १९९६ तसेच इमारत व इतरबांधकाम कामगार कल्याण उपकर नियम १९९८ अंतर्गत उपकर वसूल करावयाची कायपद्धती अवलंबली आहे. सदर शासन निर्णयाची अमंलबजावणी करणे बंधनकारक असून कंत्राटी कामाच्या एकूण मूल्याच्या १% उपकर रकम जमा करावी. शासन निर्णय क्रमांक व दिनांक:- महाराष्ट्रशासन, उद्योग, ऊर्जाविकामगारविभाग, शासननिर्णयक्र. बीसीए२००९/ प्र. क्र.१०/ कामगार७-अमंत्रालय, मुंबईदिनांक. १७/०६/२०१०.
3. Contractor will be disqualified if the Tender becomes unbalance due to quoted rates.
4. A work Agreement shall be made between the successful contractor & Director / Registrar, VJTI, on stamp paper of amount Rs.500.00 & shall be notarized (the cost of stamp paper & notarization shall be borne by the Contractor).
5. The offer should be submitted in the prescribed format as per Single bid System Only.
6. The offer shall be unconditional, and the Contractor shall quote their offer in the prescribed format only given in the Tender document and not on Company's Letterhead. Offer given on Company will be liable for rejection
7. In no case, the Tender will be accepted after the due date and time.
8. The rates should be quoted only for the items specified in the Bill of Quantities (BOQ) and should be for items of a given specification.
9. Rates MUST be quoted in Indian currency (Rupee) only (rounded to next Rupee).
10. The Contractor shall be responsible for any injury to a person and damage to material and properties of the Institute during the execution of work.
11. The items shown in the Bill of Quantity are only for reference. Any item may be cancelled partially or wholly by the VJTI.
12. Contractors have to take prior approval in writing from Dean (I&M) before executing excess quantity or any Extra Items.
13. The contractor has to start the work within 7 days of the issue of Work-Order. If the work is not started within the stipulated period after placing the order with

- the successful Bidder, the EMD will be forfeited.
14. If The Contractor fails to complete the work within a stipulated time, then the penalty of Rs.5,000.00 per week will be recovered from running bills.
 15. The work may be carried out on all days from 8.00 AM to 6.00 PM.
 16. The Contractor has to make his arrangement of all necessary tools, cutter machine and plastic rope etc. required while doing the work.
 17. Contractors have to follow all the safety norms while working in the institute premises and particularly working at a higher level by adopting safety belts, helmets, etc. The contractor should install the safety barriers during the work.
 18. All the leaves of tree, Small trimmed branches / debris generated from the works is to be removed by the Contractor with his trucks etc. It should be disposed away from the Institute premises following Municipality rules.
 19. The period of completion of work is the essence of the Contract.
 20. Earnest money deposit and Tender fee should be paid in the form of Demand Draft/ Pay Order (two separate Demand Draft/ Pay Order should be made). Tender fee Demand Draft/ Pay Order and EMD Demand Draft/ Pay Order should be placed in Envelope-1. If two separate Demand Draft/ Pay Order of requisite amount are not found in the tender documents then Tender will be rejected (Paying of EMD and Tender Fee in a single Demand Draft/ Pay Order is not allowed).
 21. Interim bills/R.A./Final bills shall be submitted by the Contractor from time to time (but at an interval not less than one week). The final bill shall be submitted by the Contractor within one week of completion of work. No further claims shall be made by the Contractor after submission of the final bill.
 22. Measurements shall be taken jointly by representatives of both parties.
 23. EMD amount to non-successful bidders shall be refunded within 45days.
 24. Representative of VJTI may visit the worksite to verify the scope of works by the Contractor.
 25. The contractor is required to submit a list of materials/equipment bring inside the campus.
 26. The contractor is required to procure a gate-pass for taking out any material/equipment outside the campus. (Gate pass will be issued by Infrastructure Development and Maintenance Section.

I accept the above terms and conditions.

Signature of the Contractor

Seal and Stamp

SPECIAL CONDITIONS OF CONTRACT

1.	Earnest Money Deposit	Rs.3,400.00 by Demand Draft/ Pay Order in favour of "Director VJTI" payable in Mumbai.
2.	a) Security Deposit	Nil
3.	a) Refund of Earnest Money Deposit	After the Successful completion of work.
4.	Advance Payment	No advance payment will be made by VJTI, whatever the case may be.
5.	Date of Commencement of work	Within 7 days from the date of issue of work order.
6.	Completion period	30 days
7.	Period of certification of Running bills	7 days
8.	Final bill certification	10 days
9.	Validity	Rates quoted in the Tender should be valid for at least 3 months from the date of the last date of tender submission.
10.	Arbitration	All disputes arising out of or anyway connected with this Work shall deemed to have arisen in Mumbai and shall be settled as per provision of Indian Arbitration and Conciliation Act, 1996, or any subsequent amendments thereof. The venue of arbitration shall be Mumbai, and the language of proceedings shall be English. The matter shall be referred to the sole arbitrator mutually decided and agreed by both parties. The courts of Mumbai shall have exclusive jurisdiction in this matter.
11.	Price variation	Not Applicable
12.	Type of Contract	Item Rate
13.	Variation in quantities	(+/-) 25% of the estimated quantities with Prior Approval of Authorities.
14.	Extra item/ Excess quantities	No extra items or excess quantities are permitted until permission in writing is obtained from Dean (I&M) before the execution of extra

		items & excess quantities.
15.	Extension of time	<p>The essence of Work is the time period.</p> <p>However, if there is a delay in completion of work for any unforeseen reason and situation beyond control, the contractor then contractor should obtain approval for extension in writing.</p> <p>I) Approval for extension of work up to one month (30 days) will be accorded by Dean I &M.</p> <p>II) Approval for extension of work by more one month shall be accorded by Director, VJTI.</p>

Signature of the Contractor

Seal and Stamp

Submission of Tender and its accompaniments: -

The offer should be submitted in the prescribed forms as per **Single envelope system only**.

The bidder shall submit the Tender and documents in Single Envelope as follow: It shall contain strictly the following documents duly numbered, signed, and stamped by the bidder or his representative and in the serial order given below:

Sr. No.	Requirement	Description
1.	Covering Letter	A covering letter (on the company's letterhead) stating the list of enclosures should be attached to the documents along with the checklist. Complete address, contact details, email address, website address, etc., must be mentioned on the letterhead for easy and fast communication. The covering letter should be duly signed with the seal of the company by the bidder/ authorized signatory.
2.	Payment of the Tender processing fee	Demand Draft / Pay order issued by nationalized/scheduled bank drawn in favor of " Director, VJTI " for the value of Rs.590.00 as a Tender processing fee. **If the Tender fee is not submitted, the offer of the Bidder will be rejected.
3.	Payment of the Earnest Money Deposit	Demand Draft / Pay order issued by nationalized/ scheduled bank drawn in favor of " Director, VJTI " For the value of Rs.3,400.00 as an Earnest Money Deposit.** If the EMD is not submitted, the offer of the Bidder will be rejected.
4.	GST Registration	Self-attested copy of GST registration certificate.
5.	Site visit report (As Per Format -)	Shall be provided by VJTI and to be submitted along with tender documents.
6.	Bill of Quantities	Rates should be quoted for each item. Total price should be quoted at the end of BOQ with original signature & Seal of Bidder.

A) Submission of Tender:

- 1) All the documents with Bill of Quantities shall be put together in single envelope and sealed. The sealed cover/envelope shall be marked on the top left-hand corner as below: "**Trimming of 126 No. trees in VJTI Premises.**"
- 2) The full name and address of the bidder submitting the sealed cover containing Tender shall be written on the bottom left-hand corner of envelope.
- 3) The bidder should ensure that their Tender is submitted before the last date & time of closing of the tender.
- 4) The Tender received after the closing date and time will not be accepted under any condition. All the bidders should submit their Tender to the **Inward Section of VJTI in the Administrative and Academic Section** on the first floor in the main building.

B) Acceptance of tender:

1	Award of Contract (Acceptance of Tender)	<ul style="list-style-type: none">• The Contractor quoting the lowest offer will be informed about the intention of award of Contract (Acceptance of Tender) by displaying on Notice board or by Telephone or by email.• The Contractor has to prepare the agreement on stamp paper and notarize within 7 days of issue of work order.• The contractor shall collect a copy (duly signed) of Work Oder from Maintenance Section.
----------	--	--

BILL OF QUANTITIES
PRICE STRUCTURE

Name of Work: Trimming of 126 No. trees in VJTI Premises.

Sr. No.	Description	Quantity	Unit	Rate (Rs.)	Amount (Rs.)
1.	Trimming of branches of tree as per the list given with this tender document, including all necessary skilled labour with necessary tools, equipment and taking away all leaves, branches of tree, wood etc in trucks, at BMC approved debris point or any such suitable place etc. complete.	126.00	Nos.		
Total Amount Rs. (Taxes if applicable)					

Total Gross Amount in words Rs. _____

Signature of the Contractor

Date:

Seal and Stamp

FORMAT-

Date:-

A site visit is done by the Bidder

I undersigned Mr. _____ from
M/s. _____ have visited the site on _____ to
understand the scope of work in Presence of institute engineer
/representative Mr. _____.

For & on behalf of

Seal of the contractors



VJTI

Veermata Jijabai Technological Institute

(Erstwhile- Victoria Jubilee Technical Institute, Est.1887)

Matunga, Mumbai 400 019

(Central Technological Institute, Maharashtra state) Tel. No. 022-

24198155(Off), Fax 24102874

Mandatory form for NEFT / RTGS Payment to Party / Contractor

Name of the Party / Contractor As written on Passbook	
Address of Party / Contractor for Communication	
Party / Contractor Permanent Account No. (PAN No.)	
Party / Contractor Goods and Services Tax (GST No.)	
Mobile No.	
Email ID	
Name of the Bank where NEFT / RTGS to be done	
Bank Branch Name	
Address of the Branch	
	State: Pin:
Bank IFSC Code	
Bank Account Number	
I declare that all the information provided by me is true in all respect.	

Note: Cancelled cheque (Xerox Copy) attached with this form.

Signature of Party / Contractor

LIST OFF TREES:-

Sr.no	Name of the tree	No of trees	Height of tree in feet	Girth of the tree in feet	No of branches to be trimmed	Girth of branches फांद्याच्या घेर	Length of Branches फांद्याची लांबी
	Location D block						
1	Ashoka	4	45'	3-4'	3-4	6-8''	8-10'
2	Satvin	1	45'	6'	3-4	1'	10-15'
3	Kailas pati	1	45'	6'	3-4	1'	10-15'
4	Morpankhi	1	20'	1'	2-3	6-8''	10'
5	Rain tree	2	45-50'	9-10'	5-6'	10-12''	15'
6	Pimpal	1	50'	7'	2-3	1-2'	15'
7	Keshia	1	45'	4'	3-4	1'	15'
	Location: C Block Hostel						
8	Jambhul	2	50'	5-6'	3-4	1-2'	15-20'
9	Gulmohar	3	40-50'	5-6'	4-5	1-2'	15-20'
10	Pelto forma	4	50'	5-6'	3-4	1-2'	15-20
11	Keshia	1	40'	4'	4-5	7-8''	10-12'
12	Ashok	1	50'	4'	5-6	7-8''	15'
13	Rain tree	1	50'	6'	4-5	1'	15'
	Near Gate no.4 (Tennis Court)						
14	Rain tree	1	50'	7'	3-4	1'	15'
	Location: Football ground						
15	Rain tree	1	50'	10'	3-4	1-2'	15'
16	Ashok	1	45'	4'	जमिनीपासून २०२५ फुटाव-		
	Location : staff Quarter						
17	Rain tree	3	50'	6'	4-5	1'	15'
18	Pimpal	1	50'	6'	3-4	1'	15'
19	Kadulimb	1	45'	6'	2-3	1'	15'
20	Mango	1	45'	5'	5-6	1	15'
21	Naral	1	45'	2'	नारळ व झावळ्या काढणे		
	Location : P.G. Hostel						
22	Pelto foram	5	45-50'	6-7'	4-5'	1'	15'
23	Gulmohar	1	50'	5'	3-4'	1'	15'
24	Mango	2	45-50'	6-7'	3-4'	1'	15'
25	Rain tree	2	50'	7-8'	3-4'	2-3'	20'
26	Chinch	1	40'	4'	2-3'	1'	15'
	Location: B block Hostel						
27	Rain tree	2	45-50'	4-5'	4-5	1'	15'
28	Palm	2	40-	3-4'	झावळ्या कापणे		

			45'				
29	Ashoka	4	35-40'	3-4'	जमिनीपासून २०-२५ फुटावर छाटणे.		
30	Satvin	1	50'	6'	4-5	7-8''	10'
31	Pelto forma	1	50'	6'	4-5	1'	15'
Location: front of A block hostel Road.							
32	Pelto forma	15	50'	4-5'	6-7	1-2'	15-20'
33	Jambhul	1	40'	3'	3-4	1'	15'
34	Mango	1	40'	3'	2-3	8-10''	10-12'
Location :Computer garden							
35	Palm	1	45'	4'	झावळ्या कापणे		
Location :Main Chowki							
36	Badam	1	40'	3'	4-5	6- 8''	10'
37	Gulmohar	3	50'	5'	4-5	1'	15'
38	Palm	1	45'	4'	झावळ्या कापणे		
Location: Electrical back side from Civil gate							
39	Ficus	1	50'	8'	2-3	1'	15'
40	Gulmohar	1	45'	6'	5-6	1'	15'
41	Kadamba	1	45'	6'	5-6	1'	15'
42	Ashoka	1	45'	5'	2-3	1	10'
43	Bhendi (Civil Chowki)	1	40'	3'	4-5	8-10''	10'
Near TBI lab							
44	Sona Chafa	1	40'	3'	3-4	6-8''	10'
Location: Front of structural dept.							
45	Mango	1	50'	4'	2--3	7--8''	10'
Location: Gate no 10							
46	Ashoka	5	40'	4'	जमिनीपासून २०-२५ फुटावर छाटणे.		
Location : Director Bungalow							
48	Gulmohar	1	50'	4'	3-4	7-8''	15'
49	Peltoforma	2	50'	6'	2-3	1'	15'
50	Ahoka	1	50'	6'	2-3	1'	15'
51	Jambhula	2	40'	4'	4-5	1'	15'
Location : near path pedhi							
52	Bakul	1	45'	5'	4-5	9- 10''	15'
Location : Chemistry well							
53	Rain tree	2	60'	10'	4-5	1-2'	15'
54	Ashoka	1	45'	3'	3-4'	1-2'	15'
55	Pelto foram	1	50'	4'	4-5	5-6''-	10'
Location : Chemistry Garden							
57	Ashoka	6	50'	4'	3-4	1'	15'
58	Satvin (between chemistry & annex)	1	50'	6'	6-7	1'	15'
59	Keshia	1	45'	4-5'	2-3	1'	15'
60	Palm	1	20'	4'	Dead		मृत झाड जमिनीपासून ४ - ५ फुटावर छाटणे
61	Keshia	1	40'	3'	Dead		मृत झाड जमिनीपासून

							४ - ५ फुटावर छाटणे
Location : Chemistry Garden							
62	Jambhul	1	45'	5'	2-3	1'	15'
63	Fanas	1	45'	4'	3-4	1'	15'
64	Rain tree	1	50'	8'	5-6	1'	15'
65	Keshia	2	40'	3 - 4'	3 - 4	1'	15'
66	Pelto foram	3	45'	4-5'	5 - 6	1'	15'
Location: Near SBI Mechanical							
67	Keshia	1	45'	4'	2-3	1'	15'
68	Fanas	1	45'	6'	3-4	1'	15'
Location: Quadrangle							
69	Pimpal	1	50'	8'	4-5	1'	15'
70	Fanas	1	40'	4'	3-4	1'	15'
Location :Maintenance internal side							
71	Mango	2	50'	5'	4--5	1'	15'
72	Fanas	1	50'	5'	3--4	1'	15'
73	Badam	1	45'	3'	3--4	10-12''	10-15'
Total Tree		126.00 nos					