(Kyiv/Com/202/12/13)
Embassy of India
Kyiv
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Tender Notice

Tender Notice No.: Kyiv/Com/202/12/13  Dated: 06.11.2018

Sealed tenders are invited from reputed and experienced Agencies/Contractors/Companies for undertaking the following work:

Maintenance of Garden:

Location : 3, Yaroslaviv Val Street, Kyiv, Ukraine.
Area : 0.1215 Hectares (0.30 Acre)
Duration of Work : One Year

Description of Garden:
The garden having a total area of 0.1215 hectare consists of trees, plants, shrubs, grass, flower plots, creepers, drive-way and footpath.

Scope of Work:
i. Maintenance of grass
ii. Maintenance of existing plants, flowers and trimming of plants
iii. Watering, cleaning and weeding
iv. Periodic trimming of plants along the boundary wall
v. Disposal of garden waste
vi. Planting of seasonal plants & flowers and providing seeds, fertilizers, soil etc.
vii. Arrangement of related equipment required for the works
viii. Any other works not specified above but are necessary for maintaining the garden
ix. Providing sufficient manpower to undertake above works.

Validity of Contract:
The Contract shall be initially valid for a period of one year from the date of award. However, it may be extended for a further period of two years on year to year basis, subject to satisfactory performance by the Service Provider at the same rates and terms and conditions. Both parties shall have the opinion to terminate the Contract by giving one month’s Notice in writing.

Price:
Quotations must separately indicate the wages of the gardener and cost towards the supply of plants, seeds, manure etc.

Terms of Payment:
Payment for any particular month shall be made by the 10th of the following month or within five working days after receipt of Invoice whichever is earlier.
Instructions to Tenderers

i. Interested Agencies/Companies/Contractors should send the quotations in a sealed envelope by 27th November 2018 by 1600 hrs. at the address mentioned below.

Smt. Suman Sharma,
First Secretary/Head of Chancery,
Embassy of India,
20-B, M. Berlinskogo Street, Kyiv-01901, Ukraine.

ii. The Agencies interested in the above works are required to visit and examine the site of work in consultation with the Embassy, at their own cost and obtain all information that may be necessary for participating in the tender and entering into Contract.

iii. The offer should remain valid for at least 90 days from the date of opening of the tender.

iv. Shortlisted/Selected Agencies would be required to submit the following essential documents pertaining to the Agencies and its employed personnel:

- Credentials of Agency including Registration, profile and experience
- Police Verification Certificate
- Bio-data
- Passport copy, Address Proof
- Proof of no Criminal Background
- Contact No.
- Character Verification duly certified

(Suman Sharma)
Head of Chancery
Additional Information

Organization name : Embassy of India in Kyiv (Ukraine)
Organization Type : Government
Tender Reference No. : Kyiv/Com/202/12/13
Tender Title : Garden Maintenance Work
Product Category : Gardening
Tender Type : Work Contract
Location : 3, Yaroslaviv Val Street, Kyiv, Ukraine
First Announcement Date : 7th November 2018
Publication date on Portal : 7th November 2018
Last Date of submission : 27th November 2018
Opening date : 29th November 2018 at 1600 hrs
Work Description : As given in the Tender Notice

For further information contact:
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Phone (office ) : 00380-44-4686219/4686661
Address : Embassy of India, 20-B, M. Berlinskogo Street, Kyiv-01901,