

F.No. 7(10 )/2007/NMCC  
Government of India  
**National Manufacturing Competitiveness Council**  
(Ministry of Commerce & Industry)

Vigyan Bhawan Annexe, New Delhi  
Dated the 05<sup>th</sup> July 2007

To,

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**Subject : Flower arrangement & Supply of Indoor Plants -regarding**

Dear Sir,

Sealed quotations are invited for Cut Flowers arrangements and supply and Maintenance of rich quality Indoor green Plants for National Manufacturing Competitiveness Council as per the following :-

- (a) Bud Vasles /Single Arrangement with 4-5 flowers with leafs
- (b) Small/Sofa Arrangement with 10-12 flowers of atleast two colours
- (c) Round/Big/Meeting Arrangement with atleast 20 flowers & Leafs
- (d) Indoor Plants of different variety- rate per plant/per month

2. The supply of flower arrangements should be of good quality of Imported flowers on the following terms & Conditions :-

(a) The preferable quality flowers would be "<Orchid, Bird of paradise(BOP), Haliconia, Anthurium, Zinger, Lily(Asiatic, Aram, Oriental, Longy), Camation, Astomaria, Zerberra, Spider Orchid, Mukara(Yellow, calipsco, Mehroon), Estoma, Tiger Orchid and Irish Flowers> and other similar quality of flowers."

(b) The flower arrangement work will be completed by the contractor by 0915 hrs. positively on the working days.

(c) In case of emergency, the contractor will have to provide services of flower arrangements even on holidays/Saturday/Sunday at the required site of meeting/conference etc. and negligence on this account may lead to penal action against the Contractor up to Rs.500/-per instance.

(d) The flower arrangements should be made by the responsible staff and the contractor will be responsible for the conduct/integrity of the staff deployed by him and the safety & security of the office machinery. Any loss to the property of the Council occurred due to the negligence of the Contractor's staff will be recovered from the Contractor's account.

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(e) Rate may be quoted for each plant per month. Nos of plants supplied / maintained presently is 40. The total number of plants to be provided in the NMCC can be increased or decreased will also be at the discretion of the council.

(f) Initially, the contract will be awarded for a period of 06 months and can be extended up to one year subject to the satisfactory performance of the firm

(g) Payment will be made on monthly basis. A pre-receipted bill, in duplicate, duly stamped, will be submitted by the Contractor in the first week of the succeeding month to this office for arranging the payment.

(h) In case quality, size of plants and services rendered by the firm are not found satisfactory or below the desired standard, pro rata deduction along with Rs.50/- per plant per month will be made from the bill as penalty. The decision of the council in this regard will be final and binding of the contractor

(j) The photocopy of the Deptts wherein the Firm is engaged in the similar job for the last 03 years may be attached alongwith the quotation.

3. The sealed quotations should reach to this office **by 1500 hrs on 19<sup>th</sup> July 2007 alongwith a Demand Draft / Banker's cheque for Rs.500/-** on account of Earnest Money drawn in favour of DDO, NMCC, Vigyan Bhawan, New Delhi failing which, the quotation will not be entertained. The cover containing quotations should be superscribed as **"Quotations for Flower arrangement & Indoor Plants due on 19<sup>th</sup> July 2007"** failing which the quotation will have the risk of not being considered. The quotation **will be opened at 1600 hrs on the same day**. The bids shall satisfy the following conditions :-

(a) The rates quoted shall be valid for a minimum period of 01 year from the last day fixed for the receipt of quotations;

(b) The rates quoted shall be inclusive of all taxes and the delivery is to be made free of cost in the Council at Vigyan Bhawan Annexe or any other place as specified by the NMCC.

(c) Payment will be made by cheque only after satisfactory installation of the article;

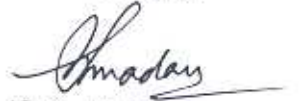
(d) Pre-receipted bill, in triplicate, may be forwarded with supply of the article for payment.

(e) PAN & Vat No may be given on the quotation;

(f) TDS, as applicable, will be deducted from the total bill.

4. NMCC reserves the right to accept or reject any or all the quotations without assigning any reason thereof. In case of any dispute, the decision of the Competent Authority in the NMCC will be final and binding. The council also reserved the right to terminate the contract at any time without assigning any reason.

Yours faithfully,



(S.S. MADAN)

Deputy Chief

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