

No.31013/3/2006-Gen
Govt. of India
Ministry of Corporate Affairs

Shastri Bhawan, 5th Floor, 'A' Wing,
DR. R.P. Road, New Delhi-110001
Dated: 21-09-2011

To

Subject: Quotation for supply of indoor/outdoor plants in the Ministry of Corporate Affairs - Regarding.

Sir,

I am directed to say that this Ministry proposes to get plants on supply and maintenance basis for installation in the room of Hon'ble Ministers, and other senior officer's rooms and corridor of this Ministry. In case, you are interested to supply plants on hire basis to this Ministry, you may submit your rates for the plants on the following terms and conditions.

1. Rates are to be quoted per plant per month with the name of plant.
2. Name of plants to be supplied as per enclosed list.
3. Rate of the maintenance charge per month for each plant may be mentioned as per enclosed list.
4. Seasonal good quality plants are to be supplied.
5. Plants are to be changed at least once a fortnight and withered plants are to be changed as and when it is noticed.
6. Plants are to be watered daily.
7. Plants to be supplied should be in good quality earthen pots.
8. In case, it has been found that the services are not satisfactory or the quality of plants is not good, the contract will be terminated immediately without assigning any reason.
9. The Ministry reserves the right to select or reject any or all tenders without assigning any reasons whatsoever.

The quotation containing the rates and other details may be sent to the undersigned in a sealed cover latest by 3.00 P.M. of 20.10.2011 and cover containing the rates may be superscribed with "quotations for the supply of plants" on hire basis and the same may be dropped in the box at Garage No.14, Facilitation Counter of this Ministry

near Gate No.3, Shastri Bhawan, New Delhi-110001, tender will open at 3.30 P.M. on 20.10.2011. In case any applicant desires, he or his representative may remain present at the time of opening of the tenders.

Yours faithfully,

Sd/-

(G.P. Sarkar)

Under Secretary to the Govt. of India

Copy to:

Deputy Director, e-Governance Cell, Ministry of Corporate Affairs with the request to place tender notice on the web site of the Ministry.

Annexure-I

Name of plants for which rate to be quoted

Sl. No.	Name of the plant	Big size	Rate in (Rs.) per plant	Medium size	Rate in(Rs.) per plant
1	Money plant				
2	Aurocaria cookil				
3	China palm				
4	Areca palm				
5	Drysina				
6	Dipenvatcia				
7	Igalnima				
8	Cycads palm				
9	Rakish palm				
10	Bonzoi				
11	Singanium				
12	Phycus				

Annexure-II

Maintenance rate per month for each plant (in Rs.)

Sl. No.	Name of the plant	Big size	Rate in (Rs.) per plant	Medium size	Rate in(Rs.) per plant
1	Money plant				
2	Aurocaria cookil				
3	China palm				
4	Areca palm				
5	Drysina				
6	Dipenvatcia				
7	Igalnima				
8	Cycads palm				
9	Rakish palm				
10	Bonzoi				
11	Singanium				
12	Phycus				