



**Nandankanan Zoological Park**

# **Tender Documents**

**Providing Sanitation Service for the year, 2021-22**

**Cost of Tender Paper: ₹23,600/- inclusive of 18% G.S.T  
(Twenty three thousand six Hundred ) only**



**23<sup>rd</sup> January, 2021**



**FORM A      TECHNICAL BID**

**TENDER PAPER FOR PROVIDING SANITATION SERVICE TO NANDANKANAN  
ZOOLOGICAL PARK FOR THE FINANCIAL YEAR, 2021-22**

Last date for submission of tender paper: **05.00 P.M of 17.02.2021**

Date of opening of tender : **11.30 A.M of 19.02.2021**

**Cost of tender papers** : ₹ 23,600/- (incl.GST - 18%)

Recent  
Passport size  
photograph  
of tenderer

1. Name of the Agency / Tenderer ( in Block Capitals):
2. Residential address ( to be supported with copy of the telephone/electric bill of December,2020/driving license/ Voter I card / Aadhar Card):

Contact Telephone No. :..... & E.mail ID.....

3. Address for correspondence ( if other than above):

4. Amount of E.M.D furnished (in figure) ₹.

(In words):

5. Particulars of EMD – Bank Draft/Bankers Cheque No.:  
Name of drawee Bank:

Place:

**Full signature of the Tenderer**

Date:

**FORM B****FINANCIAL BID****TENDER PAPER FOR PROVIDING SANITATION SERVICE TO NANDANKANAN  
ZOOLOGICAL PARK FOR THE FINANCIAL YEAR, 2021-22**Last date for submission of tender paper : **5.00 P.M of 17.02.2021**Recent  
Passport size  
photograph  
of tenderer

1. Name of the Agency / Tenderer ( in Block Capitals) :

2. Price offered (Exclusive of G.S.T) per month

Category	Wages of Labour (In Rs)	Employer's share of E.P.F ( in Rs)	Employer's share of E.S.I (in Rs)	Other incidental charges (Cost of Broom Sticks, Bamboo Waste container, etc ) (in Rs)	Service Charges (in Rs)	Total Amount (Rs)
1	2	3	4	5	6	7 (Coln. 2+3+4+5+6)
<b>A. General Zoo Sanitation(Outside enclosure)-25(1+24)</b>						
<b>01 High Skilled</b> labourers (in Rs)						
<b>24 unskilled</b> labourers (in Rs)						
<b>B. Zoo Sanitation (Inside enclosure &amp; other repair, maintenance of work in Sanctuary Management Range-65 (3+3+5+54)</b>						
<b>03 High skilled</b> labourers (in Rs)						
<b>03 Skilled</b> labourers(in Rs)						
<b>05 Semi skilled</b> labourers (in Rs)						
<b>54 unskilled</b> labourers (in Rs)						

**N.B: Date and time for opening of financial bid shall be intimate to the technically qualified bidder after finalization of technical bid.**

Place:

**Full signature of the Tenderer**

Date:



**TERMS AND CONDITIONS FOR PROVIDING SANITATION SERVICES TO  
NANDANKANAN ZOOLOGICAL PARK FOR THE FINANCIAL YEAR, 2021-22.**

Last date for submission of tender	: 5.00 PM of 17.02.2021
Date of opening of tender	: 11.30 AM of 19.02.2021
Cost of tender papers	: ₹.23, 600/- (including GST-18%)

1. Tender should be addressed to the Deputy Director, Nandankanan Zoological Park, P.O.: Barang, Dist.: Khurda, Pin: 754005 clearly super-scribing on the top of the sealed envelope **"TENDER FOR PROVIDING SANITATION SERVICES"**. The last date of receipt of sealed tender papers is 5.00 PM of 17.02.2021 and shall be opened on 11.30 A.M of 19.02.2021.
2. **The following documents are to be enclosed with the tender paper:**
  - a) One recent passport size coloured photograph of the tenderer.
  - b) Proof of residential address:  
(Copy of telephone bill / electric bill of December, 2020)
  - c) Copy of I.D proof:  
(Driving License / voter I.D / **Aadhar Card.**)
  - d) Copy of PAN Card.
  - e) Copy of GST registration certificate.
  - f) Valid labour license under contract labour (Regulation and abolition) Act, 1970.
  - g) Valid & up-to-date E.P.F and E.S.I registration Certificate
  - h) Evidence of depositing up to date share of E.P.F and E.S.I.
  - i) EMD for **₹.2,00,000/-** (Rupees Two Lakh) only in shape of **Bank Draft or Bankers cheque** drawn in favour of the "Deputy Director Nandankanan" in any Nationalized Bank payable at Bhubaneswar. In case of unsuccessful tenderers, the EMD shall be refunded after closure of the tender process.
  - j) Proof of being a registered man-power service provider in the related field with Valid Registration Certificate of the firm / N.G.O / Society / entrepreneur / Company.
  - k) Credibility and experience certificate issued from the concerned Authority / Employer of a Govt. / ULB / PSU of repute with a minimum period of **5** (five) years in Govt. organization for the works of similar nature.
  - l) The Agency shall declare in writing that neither he nor any of his business partners is related to any official(s) of the Nandankanan Zoological Park.



3. **IMPORTANT MATTER TO BE NOTED BY THE TENDERER:**

a) **The EMD shall subject to forfeiture in the following cases:-**

- i) In case the successful tenderer withdraws from the tender after opening of his tender paper.
- ii) In case the successful tenderer does not come forward to sign the agreement when intimated by the Deputy Director.

- b) The **rate to be quoted** by the tenderer / agency shall be **per month towards sanitation works** in the Zoological Park including cleaning and facilitating the loading and unloading of garbage (except cost of carriage by vehicles) at designated dumping yard inside park premises as per the scope of work mentioned in Para No. **22(A) & (B)**. The rate to be quoted shall be inclusive of E.P.F, E.S.I & other incidental charges and shall be both in figures & words as per the format specified in Financial Bid (Form-B).
- c) Unsealed tenders & those received beyond the scheduled date & time shall not be accepted.
- d) Tender papers without signature of the tenderer shall be rejected.
- e) Tender papers without the desired documents at Sl No.2 above shall be rejected.
- f) The entire set of tender paper should be paged and contents page should be put on the top of the tender paper for quick reference.

4. **Form of Tender:** The tender application form will consist of two parts, (i) Form-A (Technical) and (ii) Form-B (Financial). The tenderer has to give details of his Firm / agencies, if any, previous experience and the proof to that extent in Form-A (Technical). In Form-B the tenderer has to quote financial amount. Form A & Form B are to be kept in two different sealed covers over which Form-A / Form-B respectively should be clearly written. Both covers should be kept in a cover super scribing "**TENDER FOR PROVIDING SANITATION SERVICES**" and the name of the Tenderer, failing which tender will not be considered. The tender should be sealed and complete in all respect.
5. **Tender form along with terms and conditions can only be obtained/ downloaded from the website of Nandankanan Zoological Park [www.nandankanan.org](http://www.nandankanan.org).** The downloaded tender papers must be accompanied with Bank Draft of **₹.23,600/-** (*Rupees Twenty three Thousand Six Hundred*) only inclusive of GST -18% in favour of the Deputy Director, Nandankanan Zoological Park in any Nationalized Bank payable at Bhubaneswar. The cost of tender form is not refundable under any circumstances.
6. The undersigned reserves the right to alter or modify any of the terms & conditions of the tender in the interest of Govt.
7. The term 'Deputy Director' wherever mentioned in this document shall mean the "Nandankanan Zoological Park" authorities. The term "Agency" wherever mentioned in this document shall mean the party selected for award of the contract. The term "Contract" means the agreement between the "Deputy Director" and "Agency" which would be signed at the time of award the work assignment.



8. ***It is not binding on the part of the authority to accept the lowest tender and Nandankanan Zoological Park reserves the right to reject any or all the tenders without assigning any reason thereof.***
9. Canvassing in any form relating to the tender is strictly prohibited and the tender submitted by the party who resort to canvassing will be liable for rejection and his EMD shall be liable for forfeiture. Tenders which do not fulfill any or all of the conditions or incomplete in any respect are liable for rejection. Tenders incorporating additional conditions other than the conditions as mentioned herein are liable for rejection.
10. After finalization of the tender, the Agency shall be required to enter into an agreement with the Deputy Director. Nandankanan Zoological Park.
11. The Agency shall have a local office with a regular person in-charge designated for Nandankanan, who would contact/ liaise with the Range Officer, Special Project Range & Range Officer, Sanctuary Management Range regarding the services provided, on day to day basis.
12. All credentials of the party including financial standing, registration with Government, having support or connection with Government Departments / organizations etc. together with records of past performance with such Institutions, Departments, Organizations etc. are to be produced for verification ( in original) at the time of execution of agreement by the Deputy Director.
13. **A Security Deposit in the form of bank guarantee / bank draft for not less than 1/12 of the annual tender value with the legal binding** and recoverable valuables including cash shall be given by the agency to cover risk of any loss to the employer for negligence, failure, inefficiency, fraud theft or pilferage etc. on the part of the service provider. In the event of any such occurrence and/or breach of contract the amount of compensation as assessed by the employer shall be recovered either from the monthly installment due to be paid to the agency or from his security deposit.
14. During the period of contract the agency shall provide uninterrupted service. The personnel for sanitation & other maintenance works so employed by the Agency shall perform their duties diligently, honestly and to the entire satisfaction of the Deputy Director. The agency shall constantly keep in touch with the Deputy Director or Range Officer, Special Project Range and Range Officer, Sanctuary Management Range authorized on its behalf, herein after mentioned as "Authorized Officer" regarding the sanitation/cleanliness of the premises of the Nandankanan Zoological Park and abide by the instructions and directives issued by the Deputy Director / his representative in this regard.



15. The agency shall be entirely responsible regarding genuineness and identity of every working person, so engaged by it & should provide ID proof & uniforms to his workers during sanitation work inside Nandankanan Zoological Park.
16. The agency shall arrange all required materials & tools like broom stick etc, required for cleaning purpose at his own cost for the cleaning sweeping and collecting the solid waste/garbage. In case of sanitation inside enclosures, the disinfected materials will be supplied by the Range Officer, Sanctuary Range.
17. The agency shall arrange to collect the solid waste/garbage from different points / sites / dustbins etc., separate biodegradable and non-degradable waste within stipulated 25 No of unskilled labourers.
18. The agency shall pay all taxes to the Govt. in accordance with the existing Acts, Rules, notification and regulations. T.D.S will be deducted as per prevailing rules.

**19.A. General Zoo Sanitation(Outside Enclosure Area): 25 Labourers**

The contractor shall deploy **01** High-skilled laborer for supervision of work daily and **24** nos of unskilled labourers (**17** labourers from 5.00 AM to 1.00 PM and **7** labourers from 9.00 AM to 5.00 PM) daily for completion of entire sanitation works along with separation of bio-degradable and non-degradable waste product and providing man power for loading & unloading of garbage by a vehicle provided by Nandankanan as per the scope of work mentioned in Para No. **22(A)**. The attendance of labourers shall be taken by the authorized officer of the park and also by the representative of the agency every day.

**20. B. Zoo Sanitation ( Inside the enclosure) and other Repair & Maintenance work in Sanctuary Range : 65 Labourers**

The contractor shall deploy 65 labours in different category for sanitation of Zoo enclosure, the details are as under;

1. High-skilled-3
2. Skilled-3
3. Semiskilled-5
4. Unskilled-54

The labourers shall attend the zoo from 08.00AM to 12.00Noon and 01.00PM to 05 PM daily excluding Monday. The detailed scope of work has been mentioned in Para No. **22(B)**.

21. If the contractor fails to perform his sanitation work or disposal of solid waste/garbage at any site under scope of work at Para No. **22(A)**, on any day, the proportionate payment for cleanness/disposal of same shall be deducted from the contractor's bill as per recommendation of authorized officer. In addition to above if the agency engages



less than 25 labourers on any day, the minimum wages of the persons in to the less number of persons shall also be deducted from the bill.

22. The **sanitation work of Nandankanan Zoological Park should be completed before opening of the Park daily** & the contractor should report before Range Officer, Special Project after completion of sanitation work by **8.30 AM in the morning & 4.00 PM in the afternoon** for verification of his work as per agreement & should sign jointly with the authorized staff of Special Project Range in a register certifying the work done on that day. In case of the Zoo sanitation, inside the enclosures the labourers should report before Range Officer, Sanctuary Management Range and perform as per his direction.

**23.A -Scope of work :(General Zoo Sanitation, outside the enclosure Area)**

**(i) Sweeping of road (38000 Sqmt.)**

- Main road from Jagannath Chhak to ticket counter and weekly once on Monday from Jagannath Chhak to Nandankanan Bus Stand and Bus stand area .
- Ticket counter to entry gate including Ticket counter, North side road, left side colony road & right side road in front of Dy. Director Office up to Kanjia Lake Bridge.
- Entry gate (Gate No.2) to Gate No.1 including all foot paths from Emu enclosure to OTDC Snacks bar via Deer enclosure, Chimpanzee enclosure on right & from Lion Safari bus stop to Women Toilet via Bison enclosure, Gharial pool, Security Office on left.
- Fountain square to zoo hospital, nocturnal house, carnivore enclosure, white tiger safari road connecting to Gate No.1 including all foot paths available on both side of the road.
- Fountain square to rest house including Administrative Office front & road approaching FRH on the side of Shradhanjali Restaurant (OTDC).
- Reptile Park square to Boat ghat 1 extending up to Orchid House.
- Reptile Park square to Boat Ghat 2 Road via cottage side
- Reptile Park Square to Nocturnal House including both side foot paths & small mammals enclosure front.
- Boat ghat to Main road near Emu enclosure via aquatic Bird aviary, Peacock enclosure.
- Approach road to elephant enclosure.
- Children Park to aquarium.
- Land bird enclosure No.1 to open top Leopard enclosure via Walk through Aviary, Love bird enclosure, aquarium and bear enclosure.
- The Deputy Director, Nandankanan Zoological Park or his representative may add new roads for sweeping.



**(ii) Sweeping of lawns & meadows :- (28000 sqmt. approx)**

- Lawns near Library
- Lawns near FRH
- Meadows & lawns near Gharial pool.
- Meadows & lawns behind Bison enclosure
- Meadows & lawns near Boat ghat.
- Cottage complex premises.
- 8 (eight) Nos of Designated drinking water points & their surroundings.
- The Deputy Director, Nandankanan Zoological Park or his representative may add new place of lawns and meadows for sweeping.

**(iii) Cleaning of Park areas : (4000 sqmt. approx)**

- Cleaning of Reptile Park
- Cleaning of Boat ghat and its surrounding.
- Cleaning of Children Park.
- The Deputy Director, Nandankanan Zoological Park or his representative may add new park areas for cleaning.
- Cleaning of Exit Path.
- Cleaning of New Safari Bus Stand area & Bus shed.

**(iv) Cleaning of Sit Outs : (500 sqmt approx )**

The Tenderer / Agency would ensure daily cleaning and sweeping of the sit outs located at different points of the park daily before the opening of the park for the visitors i.e. near FRH, in between Lawn & FRH, Near Cottage No 4 lake side, Near Reptile Park square, in front of Deer enclosure, near Monkey enclosure( 2 Nos) in between safari bus stop to Gate No.1main road (2 Nos), near tiger safari gate, Tiger safari feeding chamber, near elephant safari approach road, In front of elephant safari, near Nocturnal house, Lipsa Chhak Watch tower, near Kanan enclosure, near priyanka enclosure , near Bear enclosure, near peacock enclosure etc.

**(v) Cleaning of garbage from the temporary dumping points / dust- waste bins :**

The tenderer / agency would ensure cleaning of all the dustbins, waste bins and all such temporary dumping points located at different places / points inside the zoo daily before the opening of the park (7.30 AM/8.00 AM).

**(vi) Removal of Solid Waste :**

a).The Tenderer / Agency would remove all the solid waste materials from different temporary dumping points / dustbins / waste bins / sweeping materials / garbage etc collected daily from the park and would ensure loading and unloading of



garbages at specified dumping yards by a available vehicle provided by Nandankanan .

b). The tenderer shall not engage its own transport system for removal of such solid wastes except providing manpower within stipulated 25 persons for loading & unloading of garbages.

**(vii) Removal of empty water bottles, polythene, waste paper etc.**

The contractor should deploy the labourers throughout the opening of the Park to collect empty water bottles, polythenes, papers etc. from the following roads & places so that no such waste materials is found in the park during Zoo opening hours.

- Main Road (Jagannath Chhak) to Fountain Square
- Fountain Square to Gate no. 1 via Zoo hospital, Carnivore enclosure etc.
- Nocturnal House to Reptile Park
- Gate no. 1 to Fountain Square
- Children's Park to Ostrich enclosure via Aquarium, & walk through Bird Aviary etc.
- Reptile Park to Fountain Square via Boat Ghat, Water Bird Aviary, FRH & Administrative office building.
- Reptile Park to Deer enclosure via Chimpajee enclosure.
- Reptile park to Kanjia Lake side via cottage.
- Along with the above they should collect empty water bottles, polythenes, papers etc. from Main ticket Counter, Meadows & lawns near Gharial pool, Meadows & lawns behind Bison enclosure, Lawns near FRH, Lawns near Library , Children's Park, reptile Park & all sitouts.
- To collect empty water bottles, Polythenes etc in between each enclosure fencing and 2<sup>nd</sup> barrier fencing at least twice in a week.
- Other places/location may be added by the Deputy Director, or his representative with the purpose to keep the park neat & clean

**B. -Scope of work for inside sanitation and other repair maintenance of works in Sanctuary Management Range:**

- Cleaning of fecal & leftover feed materials, debris obtained from the enclosures & its disposal at designated proper place.
- Processing feed items at Zoo Kitchen Room.
- Assisting Animal keepers for up keeping animals in different enclosures.
- Sweeping the enclosure, cleaning & washing feeding cell inside and surrounding of enclosures.
- Disinfection of enclosures by spreading lime, turmeric powder and other disinfectants as and when required.



- Cleaning of water tanks and providing clean water to animals.
- PM House sanitation, cleaning, helping veterinarian during PM and proper disposal of carcass after PM.
- Minor repair & maintenance of enclosure as when required.
- Iron welding works as well chain-link mesh installation at required site.
- Assisting Zoo Biologist during enrichment of enclosure.
- Any other work as instructed by Range Officer/Forester/Forest Guard when required.
- Safari Gate operation during functioning of Safari Bus Service.
- Safari boundary regular checking, Chain link mesh and bracket repair and maintenance work.
- Cutting of weeds and woody branches inside and around enclosures as when required.

24. The agencies / applicants agreeing to all the points above shall only submit the tender papers.

**Signature of the tenderer**

Date:

Deputy Director  
Nandankanan Zoological Park

### UNDERTAKING

I \_\_\_\_\_ S/o: \_\_\_\_\_  
at: \_\_\_\_\_ Po: \_\_\_\_\_ Ps: \_\_\_\_\_  
Dist: \_\_\_\_\_ do hereby undertake that I have read all the conditions and agrees to it and submitted the tender for providing Sanitation Service to Nandankanan Zoological Park for the financial year, 2021-22.

**Signature of the tenderer**

Date: