



BRAHMOS AEROSPACE PRIVATE LIMITED

(Joint Venture of Ministry of Defence)

INVITATION OF BIDS

(Bids are invited from Indian Bidders/ Vendors/ Firms only)

Invitation of
Bids for

**Rate Contract for Provision of
Integrated Services for Conservancy
and Arboriculture at BAPL Lucknow**

Tender/ RFP
Reference No.

BM/LKO/CMM/26-27/123/RFP

Tender/ RFP
Due Date

21 Sep 2026



Additional General Manager
Contracts & Material Management
BrahMos Aerospace, Lucknow

Date: 21 Aug 2026



BrahMos Aerospace Private Limited

BrahMos Aerospace

Uttar Pradesh Defence Corridor, 1, Bhatgoan, Sarojini Nagar

Lucknow, Uttar Pradesh- 226401

E-mail: mmlucknow@brahmos.com

Dated 21 Aug 2026

REQUEST FOR SUBMISSION OF TECHNO-COMMERCIAL & PRICE BID
FOR PROVISION OF INTEGRATED SERVICES FOR CONSERVANCY AND ARBORICULTURE ON RATE
CONTRACT BASIS AT BAPL LUCKNOW

Dear Sir/ Madam,

1. BrahMos Aerospace Private Limited, hereinafter referred to as **Buyer**, intends to conclude Rate Contract for **Provision of Integrated Services for Conservancy and Arboriculture for BrahMos Aerospace Pvt. Ltd., Lucknow** and seek participation of the procurement process from **Experienced Bidders (Strictly GST registered)**, subject to requirements of succeeding paragraphs.
2. This RFP is divided into 7 Parts as follows:

PART I	:	General Information & Instructions for the Bidders
PART II	:	Scope of Work
PART III	:	Eligibility & Evaluation Criteria of Bids
PART IV	:	Special Terms & Conditions of RFP
PART V	:	Standard Terms & Conditions of RFP
PART VI	:	Format for Price Bids
PART VII	:	Compliance Statement
3. **Disclaimer:** This RFP is neither an agreement and nor an offer by Buyer to the prospective Bidder(s) or any other person. The purpose of this RFP is to provide interested part(ies) with information that may be useful to them in submitting their proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by Buyer in relation to the Project. This RFP document and any assumptions, assessments and statements made herein do not purport to contain all the information that the Bidder may require. The Bidder shall bear all its costs associated with or relating to the preparation and submission of proposal pursuant to this RFP. Wherever necessary, Buyer reserves the right to amend or supplement the information, assessment or assumptions contained in this RFP. Buyer reserves the right to withdraw the RFP or foreclose the procurement case at any stage. The issuance of this RFP does not imply that Buyer is bound to shortlist a Bidder for the Project. Buyer also reserves the right to disqualify the Bidder should it be so necessary at any stage on grounds of National Security.
4. The receipt of the RFP may please be acknowledged.

Thanking you.



FOR BrahMos Aerospace Private Limited


Capt. (IN) Piyush K. Khare HoD (CMM)
 Additional General Manager
 Contracts & Material Management
 BAPL, Lucknow

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GSTIN: 09AABCR8269E1Z3

PART-I**GENERAL INFORMATION AND INSTRUCTIONS FOR THE BIDDERS**

5. The salient aspects and timelines are tabulated in this RFP document. In case of any variation in the details furnished below or in any Annexures(s) with that mentioned in the RFP, information furnished in the main body of the RFP at referred Paragraph is to be followed.
6. BrahMos Aerospace intends to conclude Rate Contract for **Provision of Integrated Services for Conservancy and Arboriculture** for BrahMos Aerospace Pvt. Ltd., Lucknow as per given below vectors: -
- (i) Manpower for Conservancy Services
 - (ii) Equipment for Conservancy Services
 - (iii) Consumables for Conservancy Services
 - (iv) Manpower for Arboriculture Services
 - (v) Equipment for Arboriculture Services
 - (vi) Consumables for Arboriculture Services
 - (vii) Transportation Services for Staff

NOTE: Participating Bidders have to quote for Manpower, Transportation & Rental Equipment as per SoW in the RFP document.

7. Timeline for submission of RFP Bids/ Tenders are as follows: -

(i)	RFP Floated	21 st Aug 26 (Day 1)
(ii)	Intimation by Bidders for Pre-Bid Meeting	By the 07 th day
(iii)	Pre-Bid Meeting	10 th , 11 th , 12 th day
(iv)	Mail to Participating Bidders - Finalised SoW + Equipment List + Consumables List	15 th day
(v)	Bids Submission Deadline	02 Weeks

- (a) The address and contact numbers for sending Bids is provided below: -

Bids to be addressed to:	HoD (CMM) Contact Officer: Suman Chowdhury, AM (CMM)
Postal address for sending the Bids	BrahMos Aerospace Pvt. Ltd. Plot-1, Uttar Pradesh Defence Industrial Corridor Node Village Bhat Gaon, Tehsil - Sarojini Nagar, Lucknow, Uttar Pradesh- 226401
Contact Nos. & E-mail	Mobile: +91-7678582361 Email: mmlucknow@brahmos.com

- (b) **LAST DATE AND TIME FOR DEPOSITING THE BIDS:** The sealed Bids under **TWO-BID SYSTEM i.e. [separate (1) TECHNO-COMMERCIAL & (2) PRICE bids in two separate sealed envelopes]** should reach at the above given address through post/in person latest by (01 month from RFP Date) **21 Sep 26**. However, for this RFP attending a pre-bid meeting is mandatory. The pre-bid meeting will be conducted within 10 working days from RFP date. Bidders have to intimate their interest to attend the pre-bid meeting within 07 days after RFP floated, through email/ letter. The responsibility to ensure submission of bids by due date lies with the Bidder. **Early submission of the Bids is acceptable. E-mail quotes shall not be entertained and will be considered as rejected.**
- (c) **FORWARDING OF BIDS:** Bids shall be forwarded by the Bidder under their original memo/letter pad inter alia furnishing details like GST number, Bank address with EFT Account, if applicable, etc. and complete postal & e-mail address of their office. The Techno-Commercial and the Price Bids should be put in two separate envelopes and then be put in a

single envelope with the 'Bidder Details, RFP No., Last Submission Date' pasted on top with the format enclosed, should be dropped in the tender box, so as to reach by the due date and time. Late tenders will not be considered. Bids forwarded shall also include the following documents along with the techno-commercial priced bid, failing which, bids are liable to be rejected: -

- (i) Confirmation of acceptance of all Terms & Conditions of the RFP as per **Compliance Statement** attached as **Appendix-A**.
- (ii) An unconditional acceptance of all tender terms and conditions of RFP as per attached **Appendix -B** to be submitted by Bidder.
- (iii) **UDYOG Aadhar No. for MSME**. UDYAM Certificate printed on or after 01 April 2024 to be clearly indicated along with supporting documents for MSME/SME (i.e MSME/SME registration certificate).
- (iv) Duly filled and signed copy of **Appendix-C** i.e. E-Payment mandate form along with clear and legible self-attested photocopy of **PAN Card & GST registration certificate**.
- (v) All bidders are required to submit **non-blacklisting** certificate as per **Appendix-D** attached with the RFP.
- (vi) All requisite documents supporting eligibility criteria and other relevant documents, which the Bidder wishes to submit.

(d) **LOCATION OF THE TENDER BOX:** Tender Box is Placed inside the Main Entry Gate of BAPL, Lucknow. Only those bids that are found in the Tender Box will be considered and opened.

(e) **PRE-BID CLARIFICATION:**

- (i) Prior to preparation of the Techno-Commercial Bid, clarifications regarding the Technical Terms & Conditions be obtained from **Mr. Sandeep Kumar Pal, Dy PD (HoD Admin), +91-9640474010**, Email: sandeepkumarpal@brahmos.com, BrahMos Lucknow within 07 working days from the date of RFQ.
- (ii) Prior to preparation of the Techno-Commercial Bid and Price Bid, clarifications regarding the Commercial Terms may be obtained from **Mr. Suman Chowdhury, Asst. Manager (CMM), +91-7678582361**, BrahMos Lucknow within 07 working days from the date of RFP.
- (iii) Un-willingness of the Bidder to participate in Bid may be communicated to HoD (CMM), Lucknow mmlucknow@brahmos.com within 05 working days of receipt of RFP.

(f) **PRE-BID MEETING:**

- (i) The Contractor shall attend the **Pre-Bid Meeting** and visit the site to familiarise with the scope of work (SoW), site conditions, security requirements, and all other essential items, resources, and services required for the satisfactory execution of the contract.
- (ii) Pre-Bid Meeting will be conducted with the Bidders within 10 working days from the date of RFP. Minor Amendments in the RFP based on discussions with the bidders will be intimated to the bidders who have participated in the mandatory Pre-Bid Meeting. *More details in Part-II, Para (7) of the RFP document.*
- (iii) Bidders have to submit their bids based on this RFP, discussions during pre-bid meeting and consequential amendments to RFP, within 14 days after receiving mail from BAPL Lucknow with amendments as discussed.

Note: Bids will only be accepted of Bidders who have participated in the Pre-Bid Meeting. Bidders must quote for Manpower, Transportation and Equipment.

- (g) **SITE VISIT:** Before quoting, the service provider may visit the site for getting first-hand information on the site conditions, locations and other aspects. The bidders are advised to visit and examine the site of works and their surrounding and obtain for himself and on his own responsibility all information that may be necessary for preparation of the bid and entering into contract. The costs of visiting the site shall be at bidders' own expenses. No extra claim on account of non-familiarity of site conditions shall be entertained during execution of work.
- (h) **CLARIFICATION REGARDING CONTENTS OF THE BIDS:** During evaluation and comparison of Bids, the Buyer may, at its discretion, ask the Bidder for clarification of his Bids. The request for clarification will be given in writing and no change in prices or substance of the Bids will be sought, offered or permitted. No post-Bid clarification on the initiative of the Bidder will be entertained.
- (i) **CONDITIONS UNDER WHICH THIS RFP IS ISSUED:** This RFP is being issued with no financial commitment. The Buyer reserves the right to withdraw the RFP and change or vary any part thereof or foreclose the procurement case at any stage. The Buyer also reserves the right to disqualify the Bidder, should it be so necessary at any stage.
- (j) **MODIFICATION AND WITHDRAWAL OF BIDS:** A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by e-mail but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified.
- (k) **REJECTION OF BIDS:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected.
- (l) **VALIDITY OF BIDS:** The Bids should remain valid till 06 months from the last date of submission of the Bids.



PART-II**SCOPE OF WORK, TERMS & CONDITIONS FOR PROVISION OF CONSERVANCY AND
ARBORICULTURE SERVICES AT BAPL LUCKNOW**

8. The Bidder is required to give confirmation of their acceptance of the Standard Terms & Conditions of the RFP mentioned below (refer Appendix-A) which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Vendor in the Contract) as selected by the BUYER. Failure to do so may result in rejection of the Bid submitted by the Bidder.
9. The objective of this contract is to provide comprehensive conservancy and arboriculture services for the entire BrahMos Lucknow Complex to ensure a clean, hygienic, safe, healthy and aesthetic environment at site. The contractor shall provide trained manpower, equipment/ tools, consumables, supervision and any other resources required for effective execution of the services.

7.1 SCOPE OF WORK:

The contractor shall undertake comprehensive cleaning, housekeeping, sanitation, waste collection, disposal and arboriculture etc. for all areas of BAPL Lucknow site.

Note: **General working timing** will be from **08:00 Hrs to 17:30 Hrs Monday to Saturday (Working Days)**. Services may be sought beyond General Working time and on holidays as directed by BAPL Lucknow management on Rotation basis.

Entry pass: The service provider and his staff need photo entry passes/ Labourers Token issued by the Contractor to enter into work premises at BAPL Lucknow. For this purpose, the service provider shall verify and certify their authenticity of all his staff including Police verification and adhere to department requirements. The service provider should abide by the security restrictions imposed by the BAPL for his personnel, tools and materials from time to time. Service provider personnel if removed from rolls, the entry passes shall be returned to the Admin Department immediately with a covering note. Non-surrender or misplacement of any entry pass shall be charged from the service provider at the rates prescribed by the Admin Department from time to time.

- (a) The Contractor shall ensure regularly: -
 - (i) Internal as well as external cleaning of the all the buildings
 - (ii) Cleaning of Roads
 - (iii) Arboriculture of gardens, plantation area, open area, ponds and roads sides etc.
- (b) The internal cleaning of buildings and road cleaning shall be completed prior to commencement of working hours of the BrahMos, Lucknow Site which is 09:00 Hrs. The Lucknow site is around **200 acres of land** which need to be kept clean and healthy.
 - (i) **Daily Housekeeping & Cleaning Services:** The contractor shall undertake **daily cleaning** twice a day of floor to ensure that these are free of dirt, grease, mosquitoes, flies and other insects. Frequent dusting of furniture and rooms is to be undertaken to keep them dust free always. The scope shall include all the buildings including technical area and storages etc. & Offices at BAPL, Lucknow unit:
 - Sweeping and mopping of all office floors.

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- Vacuum cleaning of carpeted areas.
- Dusting and cleaning of tables, chairs, workstations, cabinets, racks, partitions, and furniture.
- Cleaning of conference rooms, meeting rooms, rooms, reception, glass partitions and doors.
- Cleaning of window sills, staircases, handrails, corridors, passages and ledges.
- Removal of cobwebs.
- Cleaning and polishing of wooden, metallic, and laminated furniture.

(ii) **Toilet & Washroom Cleaning:** The scope shall include all the Buildings & Offices at BAPL, Lucknow unit and the cleaning of building have to be carried out **twice in a day**.

- Sweeping and wet mopping of toilet floors.
- Cleaning and disinfection of WC units, urinals, wash basins.
- Cleaning of mirrors, taps, walls and partitions and fixtures.
- Removal of stains, scaling, and deposits.
- Refilling of Liquid soap dispensers, Toilet paper rolls, Air fresheners, Hand towels/tissue papers

(iii) **Dusting & Indoor Air Quality Maintenance in Technical Buildings:** The contractor shall ensure all indoor technical areas remain dust-free and the cleaning of building has to be carried out **five times in a day**.

- Daily dusting of furniture.
- Inspection and cleaning multiple times for technical Buildings
- Immediate cleaning whenever required.
- Toilet cleaning thrice a day.
- Cleaning of computers, printers, telephones, and office equipment externally.
- Dust removal from blinds and curtains, cleaning of false ceiling.
- Removal of cobwebs from ceilings and corners.
- Deep cleaning of all area once a month

(iv) **Pantry Cleaning:** The contractor shall clean and maintain

- Pantry areas.
- Cleaning of floors, tables and chairs and counters.
- Removal of food waste.
- Sanitization of food serving areas.
- Cleaning sinks and drainage points.

(v) **External Area Cleaning:** The contractor shall maintain all outdoor areas within the complex

- Sweeping of roads and pathways.
- External area of buildings.
- Cleaning of: -
 - parking areas, security posts and living accommodation.
 - entry and exit gates.
 - Cafeteria, transformer yards, utility areas and fire station
 - drains and culverts.
- Removal of litter.
- Prevent water stagnation, mosquito breeding and potential environment degradation.

(vi) **Pond Maintenance & Water Body Cleaning:** The contractor shall undertake periodic cleaning, maintenance and beautification of ponds & surrounding areas within the premises.

- Removal of floating waste and debris, aquatic weeds.
- Prevention of water stagnation.
- Mosquito control measures.
- Desilting of ponds (whenever required).
- Dredging of entire drainage system of plant.
- Maintenance of pond embankments, aesthetic appearance and overhead water tank.

(vii) **Waste Collection & Disposal Services:** The contractor shall provide complete waste management services.

- Office, Domestic waste, Pantry waste
- Garden waste and Recyclable waste
- Biodegradable waste and non-biodegradable waste

(viii) **Daily Disposal**

- Transport waste (dry & wet) to authorized municipal/Panchayat disposal sites.
- Follow applicable environmental regulations as amended time to time.
- Maintain disposal records.
- Prevent accumulation of garbage within premises.
- Dry and wet waste management.

(ix) **Drainage & Sewer Cleaning:** The contractor shall: -

- Clean surface drains.
- Remove sludge and blockages.
- Maintain storm water drains, sewer lines and inspection chambers.
- Prevent waterlogging and emptying of soakage pit.

(x) **Deep Cleaning Services:**

The contractor shall carry out periodic deep cleaning once every month: -

- Office buildings, Toilets, high-rise windows and washrooms.
- Cafeteria areas, Glass facades.
- Staircases and corridors.

(xi) **Gardening Support & Landscaping:**

The contractor shall maintain cleanliness of: -

- Gardens, Lawns, Green belts, Horticulture areas and Tree-lined avenues.
- Removal of dry leaves and weeds.
- Collection of fallen branches.
- Maintenance and cleaning of potted plants and landscaped areas.

(xii) **Safety Requirements:**

The contractor shall: -

- Comply with all site safety regulations.
- Ensure insurance including medical insurance for all the staff as per govt.
- Provide PPE/uniform and shoes to all deployed personnel with approval of HOD admin.
- Conduct safety training and Report incidents immediately.
- Ensure safe handling of chemicals and follow environmental protection requirements.

(c) The Contractor shall ensure proper handling of the appliances for use and shall ensure that all his personnel observe the requisite safety precautions.



- (d) **Lawn & Garden Care:** Maintenance of all existing lawns/gardens and development of new lawns/gardens as required. Grass/saplings/seeds etc. will have to be procured and provided. Relaying of all lawns with carpet grass once in two years.
- (e) Pesticides and manure will be sprinkled as per requirements to ensure continuous and healthy growth of all existing and newly planted saplings or seeds. Replacement of dry / dead sapling will be done by the contractor. Required insecticides, pesticides, manure, new saplings etc. will be procured and provided by Vendor. The vendor shall also ensure regular watering, earthing up, de-weeding and making basins / beds.
- (f) Providing supports, application of manure and fertilizers as per requirement will be carried out by the contractor. Required consumables will be provided by Vendor. A record of all such purchases and usage in the premises of BAPL Lucknow shall be maintained by the vendor at all times and reproduced to the BAPL management on demand.
- (g) Regular mowing of lawns / cutting of hedge / pruning of shrubs, creepers & trees and spraying of insecticides, pesticides etc. as and when required including disposal of garbage / garden waste to be carried out by the contractor.
- (h) Maintenance of flower beds to include preparation, plantations of seasonal flowers as directed by the BAPL Lucknow representative, all as per standard specifications. Maintenance of entire hedge length shall be done for desired shape and height by regular watering, weeding, clipping and cleaning of Hedge bed, as per instructions of Admin In-charge.
- (i) The vendor will use & maintain regular tools at his own cost for all the above purpose.
- (j) The required number of Mali / Gardeners shall be deployed area wise so as to ensure efficient maintenance of the assets. Maintenance of gardening works as per standard specification and international standards and to keep the area hygienic including supervision.
- (k) Regular cleaning, painting and maintenance of flower pots / earthen pots.
- (l) Maintenance of nursery as directed by BAPL Management.
- (m) **Disposal of Garbage.** The vendor will be disposing complete garbage from office premises to authorised disposable area on regular interval. Further, vendor will undertake cutting / pruning and disposal of cut branches as and when required by mechanical transport with proper covering and adhering with safety norms without any extra payment.
- (n) **Area Cleaning.** Area cleaning will include cutting of grass along the roads inside the company premises, cutting the unwanted and wild shrubs, grass on the adjacent areas of technical building and isolated areas spread across the site using appropriate shrub shredding / grass cutting machines / other devices on own arrangement.
- (o) To avoid fire hazard, insects, pests, gardening people to remove grass, weeds and bushes by roots is required including well dressing the area. Area is to be cleaned of under growth, rubbish, dried leaves, etc. and disposed with all lead & lefts to a suitable place taking into consideration fire hazards. As the grass grows wild during rainy season and dried up during summer or autumn season, it requires regular clearance of all garden waste and tree waste.

7.2 SUPERVISION / INSPECTION: The supervisor will report to the nominated officer of the company / Admin-In-Charge daily regarding work done / work to be done etc., and take instructions for proper execution of work. An attendance register will have to be maintained by the contractor in respect of the personnel employed.



7.3 REQUIREMENT OF PERSONNEL: The minimum requirement shall be as furnished hereunder: -**A) Conservancy**

S.No.	Description / Category	Qty Number	Min. Educational Qualification	Experience
i)	Supervisor (Semi-Skilled)	01	10+2 pass	Minimum 3 years of experience in Conservancy and handling team of Safai Karmachari Age limit: not more than 50 years
ii)	Safai Karmachari (un-skilled)	40	Unskilled	Age limit: not more than 40 years
	TOTAL:	41		

B) Arboriculture

S.No.	Description / Category	Qty Number	Min. Educational Qualification	Experience
i)	Supervisor (Semi-skilled)	01	10+2 pass	Minimum 3 years of experience in arboriculture and handling team of gardeners. Age limit: not more than 50 years
ii)	Gardener/Mali (un-skilled)	14	Unskilled	Age limit: not more than 40 years
	TOTAL:	15		

7.4 TERMS AND CONDITIONS:**(a) Submission of Bills.**

The contracting agency/ firm/ company shall submit the bills as per the agreed rates immediately after completion of the calendar month by 2nd day of next month to the Administration Department BAPL Lucknow, along with current month attendance sheet, last month salary disbursement details, EPF & ESI submission details.

Payment against Bills shall be made within 30 days only after satisfactory services to be certified by the HR & Admin Department. No interest will be payable on the non-payment due to delayed submission of bill and non-satisfactory services. No advance payment will be made. The payment will be made by local crossed cheque/bank transfer.

The income Tax (TDS) shall be deducted at prevailing rates from the monthly bills as amended from time to time in accordance with the provisions on Income Tax Department and a certificate to this effect shall be issued by BAPL Lucknow to the agency.

(b) Emolument to Employee and Statutory Requirements.

Workers will be employed eight hours per day and wages will be paid by the contractor on monthly basis strictly in accordance with the Contract Labor Act Provisions, as per Central or State Govt. minimum wages act whichever is higher and its amendments, as applicable. All statutory requirements under the Contract Labor Act Provisions, ESI, PF, any other laws relating thereto and maintenance of records etc. will be compiled with and will be the sole responsibility of the contractor to the entire satisfaction of the Commissioner of Labor. Any employment liability, compensation, disputes, benefits



etc. of these workers under any act / statutory provisions as applicable will be the sole responsibility of the contractor and BrahMos Aerospace Pvt. Ltd. will not in any way be liable / take the responsibility.

The contraction agency/ firm/ company shall provide the services continuously as per the award of contract. In case of discontinuation of services by the contractor in the middle of the period or non-satisfactory services, breach of any terms and conditions of the contract, noncompliance of the orders of the competent authority etc. the contractor shall be liable for necessary legal action in addition to termination of contract.

(c) Security Deposit.

The contractor shall submit a Bank Guarantee Bond of **05 % of the total value of the work order** as per the format provided by BrahMos Aerospace, Lucknow within ten days from the date of acceptance of work order, issued by any Indian Nationalized Bank in favor of "BrahMos Aerospace Pvt. Ltd.", towards security deposit valid for the period of contract/work order period plus three months claim period. Security deposit in the form of Fixed Deposit Receipts (FDR) in the name of "BrahMos Aerospace Pvt. Ltd." can be submitted. The PBG/ FDR/ TDR shall be submitted directly to M/s BrahMos Aerospace, Lucknow.

(d) Termination of Contract.

- (i) If the performance of the contractor is not found satisfactory; company will issue 15 days' notice. If satisfactory improvement is not found even after issue of this notice, the final one-month notice will be given to the contractor by accepting officer to terminate the contract without prejudice to any right accrued to either party prior to such termination.
- (ii) The contracting agency/ firm/ company shall not be allowed to transfer, assign, pledge or sub-contract its responsibilities, rights and liabilities under this contract to any other agency without prior written consent to BAPL Lucknow.
- (iii) The execution of works shall be governed by these terms and conditions stipulated/ amended by the accepting authority from time to time. BrahMos Aerospace, Lucknow reserves the right to amend/ cancel or modify any terms/conditions including special conditions of contract, partly/fully during the currency of the work due to any reason.

(e) Period of Contract. If awarded to successful bidder, the Provision of services under the order will be for a period of **24 months**. The period is tentative and is liable for increase/ decrease by BrahMos Aerospace, Lucknow as per requirement and performance of the Contractor.

(f) Project Director, BrahMos Aerospace, Lucknow will be the Officer-in-Charge for execution of work. All bills have to be submitted to Project Director, BrahMos Aerospace, Lucknow in triplicate for making of payments through BrahMos Aerospace, Lucknow duly signed and recommended by Officer-in-Charge.

(g) The persons employed for operation shall follow the discipline and security regulations of the BrahMos site office since, they have to work inside the Defence Area. All persons employed need to submit latest **Police Verification**. They shall be issued with necessary identity Cards by the employer. They shall also wear **approved uniform & shoes** while on duty and the costs involved to this effect shall be deemed to be included in the quoted rates by the contractor.

(h) The **manpower** for which payments reimbursed for the subject work is total **Fifty-Six personnel which include 54 Gardener & Cleaner and two supervisors**.

(i) All persons employed for the subject services shall be paid as per prevailing minimum wages rates of **Central Government Minimum Wages Act and its amendments**. The employed employees engaged by the contractor shall be paid wages not less than the rates specified under the Uttar Pradesh state Government Minimum Wages Act. Bids with rates quoted below Uttar Pradesh State Govt. minimum wages will be rejected/disqualified.



- (j) Proper attendance shall be maintained at site and the monthly attendance statement shall be attached along with monthly bills. All mandatory payment levies including EPF, ESI, Bonus, etc., as applicable shall be deemed to be included in the Contract amount. Apart from the above Income tax and professional tax as applicable shall also be paid by the contractor and this amount also deemed to be included in the quoted amount. GST (monthly) including applicable cess and Uniform charges (once in a year) will be paid against production of bills.
- (k) The contractor shall pay all statutory/mandatory payments as applicable to the employees, in the respective account. The names of employees paid with above statutory payments shall be the same as reflected in the attendance register. The contractor shall provide documentary evidence for the same along with all bills. The contractor shall pay salaries to their employees who are working for this order through ECS / Banks only and the copy of salary paid statement to be enclosed with the monthly bill.
- (l) In case the firm does not fulfils/defaults the statutory payments/conditions mentioned above, then the contract is liable for termination with immediate effect and same will be operated at the risk and cost of the firm by BrahMos Aerospace, Lucknow. Further, they will not be issued any tenders in future and the firm is liable for removal from enlistment without any notice. During the currency of work, if the work is found to be unsatisfactory, not as per agreed terms and conditions, the work order will be cancelled by M/s BrahMos Aerospace, Lucknow, by giving 15 days' notice without assigning any reason thereof at any time.
- (m) BrahMos Aerospace, Lucknow may also issue notices for unsatisfactory / poor services, as and when required. However, the bidder/contractor will have no option to withdraw from the contract on his own during the initial contract period of one year. The assets shall be handed over at the end of the notice period to the M/s BrahMos Aerospace, Lucknow.
- (n) All garden assets/tools/machines (if any) will be handed over to the service provider/ maintaining agency by BAPL Lucknow. Once handed over, the safety and security of all the equipment's thus handed over will be the responsibility of the maintaining agency throughout the contract period. The inventory of the same will be made out and kept in record duly signed by the maintaining agency and Admin In-charge or authorized representative. On completion of contract period the complete Conservancy assets as per record shall be handed over to the BAPL Lucknow in fully grown up/ developed condition.
- (o) **Disputes & Arbitration.** The BAPL LUCKNOW and the contractor shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If a dispute of any kind whatsoever that cannot be resolves the same shall be referred to the sole arbitration of the Project Director, BAPL Lucknow it is also a term of this contract that no person other than a person appointed by the Project Director, BAPL Lucknow as foresaid should act as an Arbitrator. As aforesaid the provisions of the Arbitration and conciliation Act 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.
- (p) **Legal Jurisdiction.** The agreement shall be deemed to have been concluded in Lucknow, Uttar Pradesh and all obligations hereunder shall be deemed to be located at Lucknow, Uttar Pradesh and Court within Lucknow, Uttar Pradesh will have Jurisdiction to the exclusion of other courts.
- (q) **Corrupt or Fraudulent Practices.** The company requisites the contractors under this tender to observe the highest standards of ethics during the procurement and execution of such Contracts, in pursuance of this policy, the BAPL, LUCKNOW defines for the purposes of this provision, the terms set forth as follows:
- (i) 'Corrupt practice' means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution.
 - (ii) 'Fraudulent practice' means a misrepresentation of facts in order to influence a procurement



process or execution of a contract to the detriment of the BAPL LUCKNOW, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the BAPL LUCKNOW of the benefits of the free and open competition.

- (iii) BAPL LUCKNOW will reject a proposal for award if it determines that the contractor has engaged in corrupt or fraudulent practices in competing for the contract in question. The BAPL LUCKNOW will hold the contractor ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the contractor has engaged in corrupt and fraudulent practices in competing for, or in execution the contractor.

(r) Penalties

- (i) If the quality of work is found un- satisfactory or any such complaint in this regard is registered either by officer or the staff, a penalty as decided by BAPL plant head will be charged.
- (ii) If the workers are not found in uniform, a penalty of Rs. 10/- per employee will be charged per instance.
- (iii) Any absentees/shortage in manpower or inferior Services will be liable for deduction in the payables due for the agency on pro-rata or as decided by this department.

(s) Hygiene Standards for the Staff

- (i) The employees should be in proper uniform at the time of work.
- (ii) They should be presentable in appearance i.e. well cut and groomed hair, properly combed, shaved etc.
- (iii) The Contractor/Service Provider shall deploy only those personnel who are physically fit, medically capable, and competent to perform the assigned duties. The deployed manpower shall be free from any contagious or infectious diseases.

7.5 SPECIAL TERMS AND CONDITIONS:

- (a) No individual shall be engaged below 18 years of age. The Contractor should submit the police verification of its employees.
- (b) The Contractor shall provide the Supervisor with a basic mobile phone (without camera and without internet connectivity) at its own cost for coordination with the concerned authorities, whenever required. The use of mobile phones and all other electronic devices by the Contractor's personnel shall strictly comply with the security guidelines and instructions issued by the Ministry of Defense (MoD) and this office from time to time. All deployed personnel shall adhere to the security norms, procedures, and access restrictions prescribed by the office.
- (c) The contractor shall not allow or permit the employees to participate in any trade union activities or agitation in the premises of BrahMos Complex.
- (d) All personnel and their bag and baggage connected with the contract shall be liable for physical check both at the time of entry and exit of the campus.
- (e) Any damages or theft caused by the contractor employees shall be borne by the contractor.
- (f) The company will not be responsible for any injury or loss of life of any of the contractor's personnel that may take place while on duties. Any compensation or the expenditure towards treatment for such injury or loss of life shall be the sole responsibility of the contractor.
- (g) Frequent change of personnel should be discouraged and in unavoidable circumstances it should be done in consultation with nominated officer of the company.
- (h) The Contractor shall obtain required licenses, if any required under the contract labor rules before commencement of the work and continue to hold it till completion of the contract period.
- (i) The Contractor shall also maintain necessary documents, registers required as per the provisions of the law.



- (j) The Contractor shall maintain complaint's register and take immediate action on any complaint so registered. Such complaints will immediately be brought to the notice of the officer of the company.
- (k) The Contractor shall ensure pleasant behavior of his employees, shall be responsible for any theft or damages caused by his employees. Also, Contractor will ensure that no personnel are in intoxicated condition while on duty and individual will be liable for termination.
- (l) The Contractor stands responsible for any damage and loss which may accrue to the equipment which has been taken on charge.
- (m) Employees will be provided good pair of uniform & safety shoes cost of the same will be reimbursed to the Contractor as per negotiated rates. Other personal protective equipment's viz. safety helmets, safety harness, safety goggles etc. to be provided by contractor at his own cost.
- (n) Cost of all stationary related to Log Books, Service Reports, Ledgers and Records shall also form part of the Scope of Work of contractor and to be supplied by contractor at his own cost.
- (o) The contractor must attend in person within two days for meetings called by BAPL reps at BAPL Lucknow site for resolving any issues related to contract/repair/replacement/manpower/any other issues etc. during contract period
- (p) The Contractor shall arrange his own conveyance / transport for his team and materials etc. Contractor must have a vehicle for the Complex for the transportation of his staff in the complex. The Department will neither provide any transport to the personnel of the contractor nor will reimburse any FOL expenditure to the Contractor.
- (q) The contractor should not remove or engage any person without the knowledge and concurrence of the Admin-in-charge of BAPL Lucknow.
- (r) On completion of contract period the complete assets as per record shall be handed over to the M/s BrahMos Aerospace, Lucknow in fully working condition.

(s) Supply of Consumable Items: -

- (i) The Contractor shall supply all consumable items required for maintaining cleanliness, sanitation, Plantation and hygiene at the site on a monthly basis, up to a maximum limit of 02% of the monthly contract value or decided during the Pre-bid and PNC meeting, or as approved by Competent Authority.
- (ii) The type, brand, specification, and quantity of consumable items shall be submitted by the Contractor for prior approval of the Admin In-charge before procurement and supply. Only those items approved by the Competent Authority shall be supplied.
- (iii) The Contractor shall procure and supply the approved consumable items at prevailing market rates. The rates charged shall be reasonable and supported by valid tax invoices/bills. Under no circumstances shall the rate charged for any item exceed its Maximum Retail Price (MRP), wherever applicable.
- (iv) Payment for the consumable items shall be made on actuals, subject to submission of original invoices, verification of quantities supplied, certification by the Admin In-charge, and compliance with the approved monthly limit.
- (v) An indicative list of consumable items may include, but is not limited to, floor cleaners, toilet cleaners, disinfectants, phenyl, hand wash, liquid soap, air fresheners, glass cleaner, detergent powder/liquid, garbage bags, toilet tissue, paper towels, cleaning cloths, mops, brushes, and other cleaning and hygiene consumables as required for the proper upkeep of the premises.



7.6 PRE-BID MEETING:

- (i) The Contractor shall attend the **Pre-Bid Meeting** and visit the site to familiarise itself with the scope of work, site conditions, security requirements, and all other essential items, resources, and services required for the satisfactory execution of the contract. Pre-Bid Meeting will be conducted with the Bidders within 10 working days from the date of RFP, Contact Person is **Mr. Sandeep Kumar Pal, Dy PD/ HoD Admin, Phone: +91-9640474010, Email: sandeepkumarpal@brahmos.com**

Note: Bids will only be accepted of Bidders who have participated in the Pre-Bid Meeting. Bidders must quote for Manpower, Transportation and Equipment.

- (ii) Submission of the bid/proposal shall be deemed to constitute confirmation that the Contractor has thoroughly understood the scope of work, site conditions, operational requirements, and all contractual obligations. No additional claim on account of lack of knowledge, misunderstanding of the site conditions, or omission to inspect the site shall be entertained after the award of the contract.
- (iii) **Rental Equipment:** - The Contractor shall provide the following equipment and as decided during the pre-bid meeting on a rental basis, as and when required by the Department. The equipment may be hired on a monthly basis depending upon the operational requirement and with the prior approval of Competent Authority.
- The Contractor shall make the required equipment available promptly after receipt of the approved requisition. Rental charges shall be paid based on the approved deployment period and shall be settled through the monthly bill.
 - The Contractor shall submit a rate contract/price schedule indicating the monthly rental rates for each item of equipment. The rates shall remain valid for the entire contract period unless otherwise specified in the contract.
 - List of equipment is given below: -

Sr. No	Equipment Details	Quantity	Rental
1)	Grass Cutting Machine	05	Monthly basis
2)	Chain saw	01	Monthly basis
3)	Lawn Mower /power Weeder	05	Monthly basis
4)	Industrial Vacuum Cleaner	04	Monthly basis

Note: This is an indicative list. The Lists & Quantities will be finalised during pre-bid meeting between participating bidders and BAPL Lucknow.

7.7 VENDOR QUALIFICATION CRITERIA:

- (i) The Contractor shall have a registered office in the state of Uttar Pradesh (U.P), preferably Lucknow. Rent Agreement as proof will not be accepted.
- (ii) The Contractor should have successfully completed similar contract in any of the Govt. Organisations/PSUs/Reputed Pvt Organisation in last 3 years.
- (iii) Management facilities- Previous executed contracts shall have the following clauses explicitly mentioned in contract:
- ✓ Ensuring Government of India minimum wages
 - ✓ Valid PF, ESIC & GST registration
 - ✓ PF, ESI Challan for latest month

Regd. Office: 16, Cariappa Marg,
Kirby Place, Delhi Cantt-110 010, INDIA
Ph: 91-11-33123000 42285000, Fax: 91-11- 2568 4827

TAN No: LKNB12908A

GSTIN: 09AABCR8269E1Z3



- ✓ Copy of Muster roll attested by end user for latest month
- ✓ Copy of wages Register for latest month.

- (iv) Financial Capabilities: - Should have minimum financial resources to execute the order Total average Annual Turnover- Rs. 3.0 Cr for last 3 years ending 31 Mar 2026.
- (v) The Bidder must submit documentary proof in support of each of the above conditions along with the techno commercial bid. Offer by the bidders who fail to submit the supporting documents or fail to qualify as per qualifying criteria will not be considered. Work executed certificate from its client/contractor to be submitted as proof in support of above mention clause.

7.8 LIST FOR CLEANING AND HYGIENE CONSUMABLE ITEMS:

- A. The Contractor shall supply consumable items of approved quality and reputed make/brand as required for maintaining cleanliness, sanitation, and hygiene at the site **on Monthly Basis**.
- B. The quantities and brands shall be approved by the Admin In-charge prior to procurement and supply. Brands will be approved in the Pre-bid meeting.
- C. Payments of consumables will be done on actuals as per receipts, approved and signed by Admin Dept.

Sr. No.	Item Description	Preferred Brand	Purchase
1	Floor Cleaning Liquid	Preferred Brand & Qty will be finalised in Pre-bid meeting	Monthly Basis
2	Toilet Cleaner		Monthly Basis
3	Phenyl (White/Black)		Monthly Basis
4	Disinfectant Solution		Monthly Basis
5	Surface Disinfectant Spray		Monthly Basis
6	Glass Cleaner		Monthly Basis
7	Multi-Purpose Cleaner		Monthly Basis
8	Bathroom Cleaner		Monthly Basis
9	Hand Wash Liquid		Monthly Basis
10	Liquid Soap Refill		Monthly Basis
11	Hand Sanitizer		Monthly Basis
12	Air Freshener (Spray/Gel)		Monthly Basis
13	Room Freshener Refill		Monthly Basis
14	Detergent Powder		Monthly Basis
15	Detergent Liquid		Monthly Basis
16	Dishwashing Liquid		Monthly Basis
17	Toilet Tissue Rolls		Monthly Basis
18	Paper Towels/Hand Towels		Monthly Basis



19	Facial Tissue Papers	Preferred Brand & Qty will be finalised in Pre- bid meeting	Monthly Basis
20	Garbage Bags (Small/Medium/Large)		Monthly Basis
21	Bio-degradable Garbage Bags		Monthly Basis
22	Urinal Cubes/Deodorizer Blocks		Monthly Basis
23	Naphthalene Balls		Monthly Basis
24	Mosquito Repellent Spray/Liquid		Monthly Basis
25	Insect Killer Spray		Monthly Basis
26	Bleaching Powder		Monthly Basis
27	Lime Powder		Monthly Basis
28	Baking Soda/Cleaning Soda		Monthly Basis
29	Descaling Chemical		Monthly Basis
30	Stainless Steel Polish		Monthly Basis
31	Furniture Polish		Monthly Basis
32	Metal Polish		Monthly Basis
33	Cleaning Cloth (Microfiber/Cotton)		Monthly Basis
34	Dusting Cloth		Monthly Basis
35	Sponge Scrubber		Monthly Basis
36	Scrubbing Pads		Monthly Basis
37	Toilet Brush		Monthly Basis
38	Floor Scrubbing Brush		Monthly Basis
39	Cobweb Brush Refill		Monthly Basis
40	Mop Refill (Wet/Dry)		Monthly Basis
41	Wiper Rubber Refill		Monthly Basis
42	Vacuum Cleaner Dust Bags/Filters		Monthly Basis
43	Fragrance Blocks for Washrooms		Monthly Basis
44	Disposable Gloves		Monthly Basis
45	Rubber Hand Gloves		Monthly Basis
46	Face Masks (as required)		Monthly Basis
47	Shoe Covers (Disposable)		Monthly Basis
48	Cleaning Chemical for Marble/Granite		Monthly Basis



49	Wood Floor Cleaner		Monthly Basis
50	Drain Cleaner		Monthly Basis
51	Water Tank Cleaning Chemical		Monthly Basis
52	Toilet Seat Sanitizer		Monthly Basis
53	Odour Neutralizer		Monthly Basis
54	Disposable Dustbin Liners		Monthly Basis
55	Waste Collection Bags (Heavy Duty)		Monthly Basis

Note: This is an indicative list. The Lists & Quantities will be finalised during pre-bid meeting between participating bidders and BAPL Lucknow.

7.9 LIST FOR ARBORICULTURE CONSUMABLE ITEMS

- A. The Contractor shall supply arboriculture consumable items & plants of approved quality and specification as required for maintaining arboriculture area at the site.
- B. The quantities and plants shall be approved by the Admin In-charge prior to procurement and supply. Brands will be approved in the Pre-bid meeting.

Sr. No.	Description/ Specification	Qty
a	Shrubs (Nos)	List & Qty will be finalised in Pre-bid meeting
b	Hedge/Edge (RM)	
c	Lawn (SM)	
d	Ground Cover (SM)	
e	Potted Plants (Nos)	
f	Creepers (Nos)	
g	Seasonal Flower Bed (SM)	
h	Flowering Ground Creeper (SM)	
i	Other Miscellaneous items like Insecticides, Pesticides, Manure, Equipment, Tools etc.	

7.10 PROVISION OF TRANSPORTATION SUPPORT WITH TRACTOR TRAILER & WATERING BOWSER

The Contractor shall provide dedicated Transportation Support Services utilising a Tractor Trailer and a Watering Bowser, for routine conservancy and arboriculture operations. The Tractor-Trailer shall be deployed for the collection, handling and internal transit/ hauling of plant waste, debris, and green-waste materials. The Watering Bowser shall be utilised for continuous water supply for plant hydration, and other tasks as assigned across designated zones of the establishment. The scope includes bearing all operational costs such as fuel, preventive and breakdown maintenance, vehicle insurance and operator labour charges. All rates quoted shall be inclusive of this comprehensive transportation and utility support and no separate charges shall be included.

Note:

- Equipment for Arboriculture and Conservancy will be on RENTAL BASIS. Consumables for Arboriculture will be MONTHLY BASIS.
- The above lists are only indicative. Finalisation of the above lists for purchase and/ or rental basis will be done during the Pre-Bid Meeting and will be promulgated to all the participating Bidders by E-Mail by BrahMos Aerospace, Lucknow. Contractor will deploy all mentioned tools and equipment as may be required to meet all eventualities that might arise during execution of scope of work as per instructions of Admin In-Charge, BAPL Lucknow.
- Payment for Equipment & Consumables will be made on actuals on Monthly Basis.

PART-III
EVALUATION CRITERIA OF BIDS

10. The Bidder is required to submit detailed Techno-Commercial Bid containing all Terms & Conditions as enumerated at Part II, Part III, Part IV, Part V, Part VI and Part VII of this RFP and give confirmation of their acceptance of all Terms & Conditions which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e., Seller in the Contract) as selected by the Buyer. The deviations, if any, may be clearly indicated in the Techno-Commercial Bid along with the Compliance Statement in the format enclosed at Part-VIII. Failure to do so may result in rejection of Bid submitted by the Bidder.
11. The bids shall remain valid and open for acceptance for 06 Months from the date of opening of Price Bid. BAPL reserves the right to accept or reject any /all tender/s in part or whole of any firm I firms without assigning any reasons whatsoever. The decision of the BAPL in this regard shall be final.
12. The Bid will be evaluated as per the eligibility and qualifying requirements of the RFP, both technically and commercially. Only those Bids will be evaluated, which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially. The bidder, whose price is arrived as lowest as per Evaluation criteria given in this part, will be declared as L-1 bidder by Buyer.
13. **EVALUATION OF TECHNO-COMMERCIAL BID:** The Techno-Commercial Bid forwarded by the Bidder will be evaluated by a Techno-Commercial Evaluation Committee (TCEC) to confirm that the items being offered meet the requirement. The TCEC will examine the extent of variations/differences, if any, in the technical characteristics of the items offered by Bidder. The Bidder, if required, may also be called for the TCEC meeting for clarification on the Techno-Commercial Bid submitted by them.
14. **EVALUATION OF PRICE BID:**
 - (a) The Price Bid(s) of the Bidder(s) will be opened and evaluated, whose technical bid(s) has been cleared by TCEC. The unopened Price Bid(s) will be returned back to the Bidder(s) by the Buyer on request by the Bidder(s). The Price Bid(s) will be evaluated on the basis of complete scope and not individual line-item wise basis.
 - (b) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
 - (c) If there is a discrepancy between words and figures, the amount mentioned in words shall prevail.



15. PROCEDURE FOR COST COMPARISON:

- (a) Price to be quoted in Indian Rupees only.
- (b) The financial bid(s) of the qualified bidder(s) will be compared on the basis of price quoted in the price bid format of the RFP/Bid document.
- (c) The financial comparison should be considered on the basis of FOR BAPL, Lucknow prices excluding statutory levies, taxes and duties payable on final product.

PART-IV
SPECIAL TERMS & CONDITIONS OF RFP

- 16. The Bidder is required to give confirmation of their acceptance of Special Terms and Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder as selected by the Buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.
- 17. The execution of works shall be governed by these terms and conditions stipulated/amended by the accepting authority from time to time. BAPL Lucknow reserves the right to amend/ cancel or modify any terms/conditions including special conditions of contract, partly/fully during the currency of the work due to any reason.
- 18. The cost of conveyance/ transportation and all other labour charges incidental to work are deemed to be included in the Contract. GST extra as applicable on basic rates.
- 19. **PERIOD OF CONTRACT: Provision of Conservancy and Arboriculture Services under this tender will be for a period of TWO YEARS.** The period is tentative and is liable for increase/ decrease by BAPL as per requirement and performance of the Contractor. The contract may be extended for a further period of one year on the same terms & conditions subject to satisfactory performance of contractor and on mutual agreement basis.
- 20. The minimum of manpower for which payments reimbursed for the subject work is 41 persons for Conservancy and 15 persons for Arboriculture, including two supervisors.
- 21. The contractor must ensure payment of wages to the manpower engaged by him as per the Contract Labor Act Provisions, as per Central or State Govt. minimum wages act whichever is higher and its amendments, as applicable.
- 22. Proper attendance shall be maintained by the contractor and the monthly attendance statement approved by BAPL Admin Dept. shall be attached along with monthly bills.
- 23. All mandatory payment levies including EPF, ESI, Bonus, etc., as applicable shall be deemed to be included in the Contract amount. Apart from the above Income tax and professional tax as applicable shall also be paid by the contractor and this amount also deemed to be included in the contracted amount.
- 24. The contractor shall pay all statutory/mandatory payments as applicable to the employees, in their respective bank account. The names of employees paid with above statutory payments shall be the same as reflected in the attendance register. The contractor shall provide documentary evidence for the same along with all bills subsequent to the First bill or at the mutually agreed periodicity failing which no bills will be accepted for payment.



25. In case the firm does not fulfils/defaults the statutory payments/conditions mentioned above, then the contract is liable for termination with immediate effect and same will be operated at the risk and cost of the firm by BAPL Lucknow. Further, they will not be issued any tenders in future and the firm is liable for removal from enlistment without any notice. During the currency of work, if the work is found to be unsatisfactory, not as per agreed terms and conditions, the work order will be cancelled by BAPL Lucknow, by giving one-month notice without assigning any reason thereof at any time.
26. BAPL Lucknow may also issue notices for unsatisfactory / poor services, as and when required. However, the bidder/contractor will have no option to withdraw from the contract on his own during the initial contract period. The assets shall be handed over at the end of the notice period to the BAPL Officer-in-charge.
27. **BANK GUARANTEE / INDEMNITY BOND:**
- (a) Bank Guarantee (BG) for Advance: Not Applicable as No advance payment.
 - (b) **Bank Guarantee for Performance:** The Service Provider shall guarantee faithful execution of the Work Order in accordance with the terms and conditions specified. An irrevocable Bank Guarantee (BG) from an Indian nationalised bank OR Axis/HDFC/ICICI/Kotak Bank for 05% of the P.O value valid up to the entire warranty period plus claim period of 03 (Three) months is to be submitted from the date of award of contract. Failing which the equivalent amount will be deducted from the running account bill of the vendor. The period of work order may be extended further if thought fit by BAPL. In case the validity of PBG required to be extended for such reason, the contractor shall make suitable arrangement to make such extension. The Performance security shall not carry any Interest and shall be returned by the service receiver on completion of all the contractual obligations. In case of breach of any conditions under the Work Order, the PBG shall be liable to be encashed. In addition, the Work Order(s) is also liable to be terminated and any amount due to the Service Provider against any other Work Order from the BAPL is also liable to be appropriated.
 - (c) Bank Guarantee for Warranty: Not applicable
28. **OPTION CLAUSE:** Not applicable
29. **REPEAT ORDER CLAUSE:** Not applicable
30. **TOLERANCE CLAUSE:** Not applicable
31. **INTELLECTUAL PROPERTY RIGHT (IPR):** Not applicable
32. **PURCHASE PREFERENCE CLAUSE:** Purchase preference will be granted as per Public Procurement (Preference to Make in India), Order – 2017 as amended, issued by DPIIT/Ministry of Commerce and Industry.
33. **PERMISSIBLE TIME FRAME FOR SUBMISSION OF INVOICE:** To claim payment (part or full), the Seller shall submit the bill(s) along with the relevant documents within 90 days from the completion of the activity/ supply.
34. **PAYMENT TERMS:**
- (i) **Payment will be made on monthly basis as per contracted rates.** All the payments will be made only on satisfactory completion of maintenance of work/ services and submission of pre-receipted GST Invoice. Bill of the previous month shall be submitted before 2nd day, of the succeeding month, along with the proof of payment of Salary by credit to the personal Bank Account of the workers employed by the contractor and the

proof of the payment of PF, ESIC (both Employees and Employer's share) dues of the previous month. Attendance details duly certified by BAPL Admin dept. or their nominated officials shall also be attached with the bills.

- (ii) Income Tax, Surcharge on IT, Education Cess and any other taxes as applicable and as amended from time to time, will be deducted from your bill.
- (iii) Both Employees and employer's share of EPF and ESI in respect of the workers employed by the contractor for the maintenance services will be deposited by the contractor to the concerned statutory authorities as per the applicable rate and periodicity from time to time. Non-payment of EPF, ESI and Bonus will amount to statutory violation besides violation of laid down/agreed conditions as per work order/agreement. M/s BAPL Lucknow reserves the right to cancel the work order without any notice in such an event and also blacklist the firm for default, as the case may be.
- (iv) Payment of bonus as applicable, to the workers employed by the contractor will be reimbursed to the contractor at half yearly intervals in the months of October and March on pro-rata basis, after payment is made by the contractor by credit in the respective personal Bank Account of their employees. Necessary pre-receipted Bills along with proof of payments, as per the statutory provision will be submitted by the contractor for claiming payment.
- (v) GST will be reimbursed only when the GST claimed in the invoice is matched and credited to BUYER Account in relevant portal of GoI.

35. **RECOVERY OF ADVANCE CLAUSE:** Not applicable.

36. **INVOICE PREPARATION:** All original documents for payments including invoices are to be raised on and submitted to the BAPL, Lucknow. GSTIN No. for the unit is **09AABCR8269E1Z3** and the same shall be mentioned in all invoices as applicable.

37. **EXCHANGE RATE VARIATION CLAUSE:** Not applicable

38. **INDIGENOUS CONTENT:** Not applicable.

39. **PRICE BENCHMARKING CLAUSE:** Not applicable.

40. **BUY-BACK:** Not applicable

41. **FREE ISSUE MATERIAL:** Not applicable

42. **PRICE:** Prices shall be firm and fixed for the entire duration of the contract and shall include packing, forwarding, freight, insurance, and all applicable taxes and duties unless otherwise specified.

43. **TERMS OF DELIVERY/ DELIVERY PERIOD:** DDP BrahMos Aerospace Facility, Lucknow on Monthly basis for a period of TWO YEARS.

44. **AMENDMENTS:** No provision of the Contract shall be changed or modified in any way (including this provision) either in whole or in part except when both the parties are in written agreement for amending the Contract.

45. **RISK AND EXPENSE PURCHASE:** In case Seller fails to honor the contractual obligations within the stipulated delivery period and as amended, Buyer may procure the said contracted goods/services through a fresh supply order/contract and the defaulting Seller has to bear the excess cost incurred, if any.

PART-V
STANDARD TERMS & CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of the Standard Terms and Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder as selected by the Buyer. Failure to do so may result in rejection of the Bid.

46. **EFFECTIVE DATE OF THE CONTRACT:** Date of placement of order will be considered as the Contract Effective Date. The performance of the Contract shall commence from the Effective Date of the Contract/Purchase Order.
47. **LAW:** The Contract shall be considered and made in accordance with the laws of the Republic of India and shall be governed by and interpreted in accordance with the laws of the Republic of India.
48. **DISPUTES:** All disputes or differences arising out of or in connection with the present Contract including the ones connected with the validity of the present contract or any part thereof, shall be settled by bilateral discussions. Both, Buyer and Seller, will make every effort to resolve the dispute if any, in a mutually acceptable manner.
49. **ARBITRATION:** In the event of any controversy, disputes or differences arising out of or in the interpretation of any of the terms and conditions of this agreement or on breach by any of the parties shall bring the said reason to the notice of each other, and shall amicably try to settle any such issues within 30 days of such notice. In the event of the parties' failure to reach amicable settlement as mentioned herein, all unresolved controversies, disputes or arbitration in accordance with Indian arbitration and conciliation Act, 1996.
50. **PENALTY FOR USE OF UNDUE INFLUENCE:** The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contract or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the Contract or any other contract with the Government of India for showing or forbearing to show favor or disfavor to any person in relation to the Contract or any other contract with the Government of India. Any breach of the aforesaid undertaking by the Seller or anyone employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/ employee of the Buyer or to any other person in a position to influence any officer/ employee of the Buyer for showing any favor in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.
51. **ACCESS TO BOOKS OF ACCOUNTS:** In case it is found to the satisfaction of the Buyer that the Bidder/ Seller has violated the provisions of use of undue influence and/ or employment of agent to obtain the Contract, the Bidder/ Seller, on a specific request of the Buyer, shall provide necessary information/ inspection to the relevant financial documents/ information/ Books of Accounts.

52. **AGENTS / AGENCY COMMISSION:** The Seller confirms and declares to the Buyer that the Seller has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the Seller; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Seller agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a later stage it is discovered by the Buyer that the Seller has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the Seller will be liable to refund that amount to the Buyer. The Seller will also be debarred from entering into any contract with the Government of India for a minimum period of five years. The Buyer will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Seller who shall in such an event be liable to refund all payments made by the Buyer in terms of the Contract along with interest at the rate of 2% per annum above (i) Prime Lending Rate of State Bank of India for Indian bidders, and (ii) London Inter Bank Offered Rate (LIBOR) for the foreign bidders. The applicable rates on the date of opening of tender shall be considered for this. The Buyer will also have the right to recover any such amount from any contracts in vogue with the Government of India.
53. **WITHHOLDING OF PAYMENT:** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training, etc. as specified in the Contract, the Buyer may, at his discretion, withhold any payment until the completion of the Contract.
54. **FORCE MAJEURE CLAUSE:** Should any Force Majeure circumstances arise, each of the contracting party shall be excused for the non-fulfilment or for the delayed fulfilment of any of its contractual obligations, if the affected party within 30 (Thirty) days of its occurrence informs in a written form the other party. Force Majeure shall mean fires, floods, natural disasters or other acts, that are unanticipated or unforeseeable, and not brought about at the instance of, the party claiming to be affected by such event, or which, if anticipated or foreseeable, could not be avoided or provided for, and which has caused the non-performance or delay in performance, such as war, turmoil, strikes, sabotage, explosions, quarantine restriction beyond the control of either party. A party claiming Force Majeure shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effects thereof on the performance of its obligations under this contract.
55. **LIQUIDATED DAMAGES:** The Buyer may deduct from the Seller, as agreed, liquidated damages at the rate of **0.5% per week/part thereof**, of value basic cost (excluding taxes and duties on final product) of the delayed stores which the seller has failed to deliver within the period agreed for delivery in the contract subject to **maximum of 10%** of the total order value (excluding taxes and duties on final product). In cases where partial delivery does not help in achieving the objective of the contract, LD shall also be levied on the total cost (excluding taxes and duties on final product) of the ordered quantity delivered by the vendor. This will also include the store(s) supplied within the delivery period that could not be put to use due to late delivery subject to a maximum of 5% of the total order value (inclusive of taxes and duty) of the Contract.
56. **TERMINATION OF CONTRACT:** The Buyer shall have the right to terminate the Contract in part or in full in any of the following cases:

(a) The store/service is not received/rendered as per the contracted schedule(s) and the same has not been extended by the Buyer.

OR

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The delivery of the store/service is delayed for causes not attributable to Force Majeure for more than one month after the scheduled date of delivery and the delivery period has not been extended by the Buyer.

- (b) The delivery of store/service is delayed due to causes of Force Majeure by more than 06 months provided Force Majeure clause is included in the contract and the delivery period has not been extended by the Buyer.
- (c) The Seller is declared bankrupt or becomes insolvent.
- (d) The Buyer has noticed that the Seller has violated the provisions of (Use of Undue Influence) and/or (Employment of Agent) mentioned above to obtain the Contract.
- (e) As per decision of the Arbitration Tribunal.

57. PENALTY FOR NON-PERFORMANCE:

- (i) Any absentees/shortage in manpower or inferior Services will be liable for deduction in the payables due for the agency on pro-rata or as decided by this department.
- (ii) If during inspection, the workers are not found in uniform, a penalty of Rs. 500/- per employee will be charged per instance per day.
- (iii) If the quality of work is found un- satisfactory or any such complaint in this regard is registered either by officer or the staff, a penalty of Rs. 500/- or as decided by BAPL plant head will be charged to the contractor per instance per day.

58. NOTICES/ CORRESPONDENCES: Any notice/correspondence required or permitted by the Contract shall be written in English language and may be delivered personally or may be sent by FAX/email or registered pre-paid mail/ airmail, addressed to the last known address of the party to whom it is sent.

59. TRANSFER AND SUB-LETTING: The Seller has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the Contract or any part thereof without written consent of the Buyer.

60. COMPETENCE OF PERSONNEL: Bidder to ensure the following:

- (a) Necessary Competence of personnel, who involving in the execution of work
- (b) Their Contribution to product / service conformity & importance towards ethical behaviour.
- (c) Competence to detect or prevent the counterfeit parts, monitoring and reporting of the same during execution of contract.

61. CURRENT MANUFACTURE: The spares/consumables supplied will be of latest manufacture and will confirm to current production standards including the specified material and its equivalent.

62. COUNTERFEIT PARTS: Not applicable

63. SECRECY: Any Information of classified nature obtained, acquired during the manufacture, test and trails is not to be passed on to any Third party by you or your subcontractor(s). This clause shall survive on termination or completion of this order.

64. USE OF PATENTS AND OTHER INDUSTRIAL PROPERTY RIGHTS: The prices stated in the Contract shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other Industrial Property Rights. The Seller shall indemnify the Buyer against all claims from a third party at any time on account of the

infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use. The Seller shall be responsible for the completion of the supplies including spares, tools, technical literature and training aggregates irrespective of the fact of infringement of the supplies or any or all the rights mentioned above.

65. TAXES AND DUTIES:

- (a) Bidders are required to indicate statutory taxes and duties correctly as per the price bid format and no column of taxes and duties has to be left blank. Rate (%) of taxes as applicable are to be filled up with '0' (Zero), 'positive numerical values' or 'Not applicable' in the price bid as asked for in the RFP. If any column of taxes and duties as reflected in RFP is not applicable and intentionally left blank, the reason for the same has to be clearly indicated in the remarks column.
- (b) Only GST will be paid extra by the Buyer. The Bidders are required to indicate the unit & total costs of the items/services with and without GST, GST % with HSN/SAC separately as per the format enclosed. GST claimed by the Seller shall be released by the Buyer only after it appears in the Buyer's GST Input Credit Register of GSTIN Online Portal

- 66. DENIAL CLAUSE:** Denial clause informs Seller that the Buyer reserves the right to admit additional payment due to upward revision of statutory levies beyond the original delivery schedule in case Seller fails to deliver the goods as per schedule. Variations in the rates of statutory levies within the original delivery schedule will be allowed if taxes are explicitly mentioned in the contract/supply order and delivery has not been made till the revision of the statutory levies. Buyer reserves the right not to reimburse the enhancement of cost due to increase in statutory levies beyond the original delivery period of the supply order/contract even if such extension is granted without imposition of LD.

67. DOCUMENTS TO BE FURNISHED FOR CLAIMING PAYMENT:

- (a) The payment of bills will be made on submission of the following documents by the Seller to the Buyer:
 - Ink-signed copy of Invoice (In Triplicate).
 - Bank Guarantee for Advance, if applicable.
 - Warranty Bond/ Performance Warranty Bond/ Indemnity Bond, if applicable.
 - Work Completion Certificate/ Acceptance Certificate from the User
 - Details for electronic payment viz. Bank name, Branch name and address, Account Number, IFS Code, MICR Number (if these details are not already incorporated in the Contract).
 - Copy of the Purchase Order and amendments thereon, if any.
 - Any other document/ certificate that may be provided for in the Contract.

68. CLAIMS:

- (a) The quantity claims for deficiency of quantity and/ or the quality claims for defects or deficiencies in quality noticed during the inspection shall be presented within 45 days of completion of inspection.
- (b) The Seller shall collect the defective or rejected goods from the location nominated by the Buyer and deliver the repaired or replaced goods at the same location, within mutually agreed period, under Seller's arrangement without any financial implication on the Buyer.

69. LIABILITY CLAUSE:

The service provider shall indemnify the purchaser/and/or any officer, employee or any assignee thereof harmless from any loss, damage, liability or expense, on account of damage to the property or environment and injuries including death, to any persons not limited to, employees or agents

of the department, employees of the service provider or its sub-service provider, and all other persons performing any part of the work here under any occurrence caused by any act of commission or omission of the service provider or his subservice provider or any of them. The service provider shall at his expense defend any suits or proceedings brought against the department on account thereof and shall satisfy all judgments and pay all expenses which may be incurred by or rendered against them, or any of them in connection therewith. The service provider shall fulfill all the obligations required under workmen compensation act as amended from time to time. The service provider shall ensure minimum wages as per relevant act.

- (a) Any damage caused to the property or suffered by the personnel of Buyer during the execution of Contract shall remain the liability of the Buyer. Such liability shall be fixed on Seller in case of grossly negligent act or omission on the part of Seller.
- (b) This provision is limited to the relations between the Parties. It is without prejudice to the rights and actions to which the victims of damage, or any Social Security Organizations could prevail themselves legally.
- (c) Either party would provide reasonable assistance to resolve the claim of other Party to mitigate loss or damage.
- (d) Neither, the Seller shall be liable to the Buyer, nor shall the Buyer be liable to the Seller for any immaterial, punitive, indirect, special, incidental, or consequential loss or damage. This will hold good irrespective of whether such liability is based or claimed to be based on any breach of a Party's obligation under the Contract, or any negligent act or omission of a Party, its employees, servants, appointed representatives, sub-contractor or professional consultants, or such liability arises otherwise out of or in connection with the Contract.
- (e) The Buyer shall not be liable for any compensation in any manner to the Seller for whatsoever reason.
- (f) The Seller shall be liable to the Buyer for any compensation in any manner for whatsoever reasons for a sum not exceeding value of the Contract.

66. FRANKING CLAUSE:

- (a) **IN CASE OF ACCEPTANCE OF STORE(S):** The fact that the goods have been inspected after the delivery period and passed by the Inspecting Officer will not have the effect of keeping the contract alive. The goods are being passed without prejudice to the rights of the Buyer under the terms and conditions of the Contract.
- (b) **IN CASE OF REJECTION OF STORE(S):** The fact that the goods have been inspected after the delivery period and rejected by the Inspecting Officer will not bind the Buyer in any manner. The goods are being rejected without prejudice to the rights of the Buyer under the terms and conditions of the contract.

67. FALL CLAUSE: The prices charged for the stores supplied under the agreement by the Seller shall in no event exceed the lowest price at which the Seller sells the items of identical description to any other person/organization during the period till performance of all supply orders placed during the currency of the agreement is completed. If, at any time, during the said period, the Seller reduces the sale price of such stores or sells stores to any other person/organization at a price lower than the price chargeable under the agreement, he shall forthwith notify such reduction or sale to the authority which has concluded the RC/PA; and the price payable under the agreement for the stores supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced.

68. NON-DISCLOSURE: The Bidding documents, including this RFP and all attached documents provided by Buyer, are and shall remain or become the property of Buyer. These are transmitted to the Bidders solely for the purpose of preparation and the submission of a proposal in accordance herewith. Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their proposal. The provisions of this Para shall also apply mutatis mutandis to Bids and all other documents submitted by the



Bidders, and Buyer will not return to the Bidders any proposal, document or any information provided along therewith (except unopened Commercial Bid as relevant). Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process, or concerning the Bidding Process. Buyer will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. Buyer may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or Buyer or as may be required by law or in connection with any legal process.

69. **CONFIDENTIALITY OF INFORMATION:** No party shall disclose any information to any 'Third Party' concerning the matters under this RFP generally. In particular, any information identified as 'Proprietary' in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without the prior written consent of the original disclosing party. This clause shall apply to the sub-contractors, consultants, advisors or the employees engaged by a party with equal force.
70. **UNDERTAKING BY BIDDERS:** The Bidder will submit an undertaking that they are currently not banned/ debarred / suspended from doing business dealings with Government of India / any other government organization and that there is no investigation going on by MoD against them. In case of ever having been banned / debarred / suspended from doing business dealings with MoD/any other government organization, in the past, the Bidder will furnish details of such ban / debarment along with copy of government letter under which this ban / debarment / suspension was lifted / revoked. The Bidder shall also declare that their sub-contractor(s)/Seller(s)/technology partner(s) are not Suspended or Debarred by Ministry of Defence. In case the sub-contractor(s)/Seller(s)/ technology partner(s) of the Bidder are Suspended or Debarred by Ministry of Defence, the Bidder shall indicate the same with justification for participation of such sub-contractor(s)/ Seller(s)/ technology partner(s) in the procurement case. Subsequent to submission of bids if any sub-contractor(s)/Seller(s)/technology partner(s) of the Bidder is Suspended or Debarred by Ministry of Defence, the Bidder shall intimate the Ministry of Defence regarding Suspension or Debarment of its sub-contractor(s)/ Seller(s)/ technology partner(s) within two weeks of such order being made public.
71. **GOVERNMENT REGULATIONS:** It may be confirmed that there are no Government restrictions or limitations in the country of the Bidder or countries from which subcomponents are being procured and/or for the export of any part of the deliverables being supplied.
72. **AUDIT OF STORES:** All products and records are subjected to audit by BrahMos Aerospace at any juncture during production at Seller's premises or after receipt at BrahMos Aerospace, Lucknow.
73. **ACCEPTANCE OF PURCHASE ORDER:** Acceptance of the Purchase Order implies full acceptance of these General Terms and Conditions unless otherwise agreed in writing.



FOR BrahMos Aerospace Private Limited


Capt. (IN) Piyush K. Khare HoD (CMM)
 Additional General Manager BAPL, Lucknow
 Contracts & Material Management
 BrahMos Aerospace, Lucknow
 Email: piyush.kh@brahmos.com
 Website: www.brahmos.com

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TAN No: LKNB12908A
 GSTIN: 09AABCR8269E1Z3

PART-VI
FORMAT FOR PRICE BID

(A) MANPOWER FOR CONSERVANCY AND ARBORICULTURE SERVICES AT BAPL LUCKNOW

Salary Break-up for Staff: -

S.No.	Description	Wages per day (Rs.)	Days	Gross Pay	Number of Manpower	Total Amount/Month (INR)
1	Supervisor (Semi-skilled)	918	26	23,868	02 Nos	47,736
2	Safai Karmachari and Gardener/ Mali (Unskilled)	827	26	21,502	54 Nos	11,61,108
3	TOTAL MANPOWER				56 Nos.	12,08,844
4	Bonus per month @ 8.33% on Sr No 3 per month					1,00,697
5	EPF at 13% of Rs. 15,000			1950	56 Nos	1,09,200
6	ESI (if applicable) OR Medical & Accidental Insurance on actual with limit of @ 3.25% (with ceiling of Rs. 1000 per head) on gross pay per month					39,287
7	<u>Cost of Uniform & Shoes (per month per person)</u> • 2 pairs of uniform for summer • 2 pairs of uniform for winter • 2 pairs of shoes				56 Sets	416 (416 x 56) = 23,296
8	SUB TOTAL (S.No. 3 to S.No. 7)					14,81,324
9	Contractor Profit @ _____% on Sr No. 8					
Total Amount (Rs.) per month (A)						
In Words (INR):						

(B) TRANSPORTATION COST OF CONSERVANCY STAFF (MONTHLY) AT BAPL LUCKNOW

Transportation Cost of Conservancy Staff (Monthly in INR) [Provision of Transportation Support with Tractor Trailer & Watering Bowser]	
Total Amount (Monthly in Rs.) (B)	
In Words (INR):	

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(C) LIST OF RENTAL EQUIPMENT FOR CONSERVANCY & ARBORICULTURE**Rental Charges of Equipment deployed at the site: -**

Sr. No	Equipment Details	Qty	Rental	Rental Price per Unit (INR)	Total Amount (Rental Price) (INR)	GST (in %)
1)	Grass Cutting Machine	05	Monthly Basis			
2)	Chain saw	01	Monthly Basis			
3)	Lawn Mower /power Weeder	05	Monthly Basis			
4)	Industrial Vacuum Cleaner	04	Monthly Basis			
Total Amount (Rs.) per month (C)						
In Words (INR):						

Note:

(i) The above lists are only indicative. Finalisation of the above lists for purchase and/ or rental basis will be done during the Pre-Bid Meeting and will be promulgated to all the participating Bidders by E-Mail by BrahMos Aerospace, Lucknow.

(ii) Payment for Equipment & Consumables will be made on actuals on Monthly Basis.

GRAND TOTAL: -

Sections	Description	Total Per Month (INR)
(A)	Manpower	
(B)	Transportation Cost of Staff	
(C)	Rental Equipment	

GRAND TOTAL PER MONTH (INR)
(A) + (B) + (C) =
GRAND TOTAL FOR 24 MONTHS (INR)
(A) + (B) + (C) =
IN WORDS (INR):

Note: -

- Participating Bidders have to quote for all the above mentioned in Part-VI, PRICE BID.
- GST will be paid extra at actual.
- Items in Sr. No. 07 in (A) in Salary Break-up is 02 pair of uniforms with 01 pair of shoes per year.
- Workmen compensation policy to be taken by the vendor at his own cost.
- Wages calculated based on the prevailing central wages notified by Gol. Reimbursement will be considered for any change in statutory wages by Gol during the contract period & its extended period (if any).
- The wages are calculated for 26 days per month. However, bills will be admitted as per the actual number of days worked in a month.
- Period of Contract: TWO YEARS. Other T&C as per RFP. Details furnished in above table will determine the L1 vendor.
- Cost Breakup of each deliverable/ services needs to be provided as annexure to the above table in Price Bid.
- ONLY PRICE** needs to be mentioned in the **PRICE BID** in separate sealed envelope.
- Price** in any manner **SHOULD NOT BE MENTIONED in the TECHNO-COMMERCIAL BID**, else the bid will be treated as rejected.
- All other **Terms and Conditions/ Exclusions/ Deviations** from RFP terms needs to be brought out clearly in the **TECHNO-COMMERCIAL OFFER**.

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APPENDIX-A**PART-VII: COMPLIANCE STATEMENT**

[The Bidder is required to submit detailed Compliance Statement containing all Terms & Conditions as enumerated at Part I, II, Part III, Part IV, Part V & Part VI of this RFP and give confirmation of their acceptance of all Terms & Conditions. The deviations, if any, may be clearly indicated]

COMPLIANCE STATEMENT			
Sl. No.	Clause	RFP Requirement	Comments by Bidder
	Part-I	GENERAL INFORMATION AND INSTRUCTIONS	
	Sl. No. of Clause as per RFP	Terms & Conditions as per RFP	Complied (Yes / No) If No, give details
	Part-II	SCOPE OF WORK	
	Sl. No. of Clause as per RFP	Terms & Conditions as per RFP	Complied (Yes / No) If No, give details
	PART-III	EVALUATION CRITERIA OF BIDS	
	Sl. No. of Clause as per RFP	Terms & Conditions as per RFP	Complied (Yes / No) If No, give details
	Part-IV	SPECIAL TERMS & CONDITIONS	
	Sl. No. of Clause as per RFP	Terms & Conditions as per RFP	Complied (Yes / No) If No, give details
	Part-V	STANDARD TERMS & CONDITIONS	
	Sl. No. of Clause as per RFP	Terms & Conditions as per RFP	Complied (Yes / No) If No, give details
	PART-VI	PRICE BID FORMAT	
	Sl. No. of Clause as per RFP	Terms & Conditions as per RFP	Complied (Yes / No) If No, give details

- The Bidder shall submit a Clause-by-Clause Compliance Statement as per the above format. There should be no discrepancy between the details mentioned in the Techno-Commercial Bid and the Compliance Statement.
- In case of any such discrepancies, the terms & conditions mentioned in the RFP and their compliances as mentioned in either of the two documents shall prevail.
- DEVIATIONS if any from the RFP Technical Terms and Commercial Terms need to be brought out clearly as per below format: -**

DEVIATION LIST (From RFP Scope/ Technical and Commercial Conditions)			
RFP Part No Para No.	RFP Requirement	Deviation	Reason/ Justification if any
Technical Deviations			
Commercial Deviations			

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Compliance Table for "Techno - Commercial" Terms

Sl No.	Details	Details /Data as per RFQ	Compliance to "C-3" (Yes or No)	If Not-Compliance to "C-4", Provide Bidder's Terms
(C-1)	(C-2)	(C-3)	(C-4)	(C-5)
01	Delivery Terms			
	a) Delivery time	Monthly for a period of Two Years from PO placement		
	b) No. of lots	NA		
	c) Delivery terms	F.O.R BAPL Lucknow		
	d) Delivery time per Lot	Applicable		
02	Warranty Period	NA		
03	Inspection Agency	BAPL Lucknow		
04	Inspection Location	BAPL, Lucknow		
05	Determination of L1	Grand Total Wise		
	a) Grand total wise			
	b) Subtotal wise			
	c) Line item wise			
06	Installation & Commissioning Charges (If any)	Please Indicate		
07	Training Charges (If any)	Please Indicate		
08	Packing & Forwarding charges (If any)	Please Indicate		
09	Transportation & Insurance charges (If any)	Please Indicate		
10	GST	As per Applicable Taxes		
11	Bidder's GST Number	Vendor to furnish (with the proof)		
12	Bidder's vendor Registration no. & its validity date	Vendor to furnish (with the proof)		
13	Bidder's PAN details	Vendor to furnish (with the proof)		
14	Validity of Quotation	06 Months		
15	Currency of Payment	INR (₹)		
16	Payment Terms	Payment will be reimbursed on monthly basis and vendor will submit the bill after completion of services		



		rendered every month as per contract. The GST will be reimbursed only when the GST claimed in the invoice is matched and credited to BAPL in relevant portal of GOI.		
17	Total FIM Value	Not Applicable		
18	Performance Security Bond (PSB)	Security Deposit equivalent to 05% of the total contract value for 12 months would be deposited in the form Bank Guarantee /Fixed Deposit assigned to BAPL covering the entire period of the Agreement and an additional period of three months within one month from date of issuance of this PO. The BG/Fixed Deposit would be in favour of BrahMos Aerospace Pvt. Ltd.		
19	Liquidated Damages (LD)	LD @ 0.5% per week or part thereof, total order value the delayed stores which the seller has failed to deliver within the period agreed for delivery in the contract. LD can also be levied on the seller on the basic cost of the store supplied partially within the scope of the order/contract that could not be put to use due to late delivery of the remaining stores. The maximum quantum of LD would be to 10% of the total order value.		
20	Any other Information	Nil		



APPENDIX-B**ACCEPTANCE OF TERMS & CONDITIONS OF TENDER**

(To be given on Company Letter Head)

To,
 HoD CMM
 M/s BrahMos Aerospace Pvt Ltd,
 Plot-1, Uttar Pradesh Defence Industrial
 Corridor Node (UPDIC), Village Bhat Gaon,
 Tehsil - Sarojini Nagar, Lucknow,
 Uttar Pradesh- 226401 India

ACCEPTANCE OF TERMS & CONDITIONS OF TENDER

Tender Reference No.

Name of Tender: _____

Dear Sir,

1. I / We have obtained the tender document(s) for the above mentioned 'Tender/Work' from your office namely: _____

_____ as per your advertisement / RFP, given above.

2. I / We hereby certify that I / we read entire terms and conditions of the tender documents from Page No. _ to _ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department / organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. The Techno Commercial Bid and its enclosures submitted in physical form as mentioned in part-I of RFP.

6. In case any provisions of this tender are found violated, your department / organisation shall be at liberty to reject this tender / bid absolutely and we shall not have any claim / right against dept in satisfaction of this condition.

Yours Sincerely,



(Signature of the Bidder, with Official Seal)

APPENDIX-C**ELECTRONIC PAYMENT SYSTEM MANDATE FORM**

<u>Sl. No.</u>	<u>Description</u>	<u>Details</u>
1.	Name of the Firm & Address	
2.	Email ID	
3.	PAN No.	
4.	Name of the Bank	
5.	Name of Branch & Address Branch	
6.	IFSC Code	
7.	MICR Code	
8.	Type of Account	
9.	Bank Account No.	
10.	Type of EPS	

I, hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the institution responsible.

(Signature of the Bidder, with Official Seal)

Date:

Certified that the particulars furnished above are correct as per our records.

Bank Stamp:

Date:



(Signature of Authorised Official from the Bank)

APPENDIX-D**NON-BLACKLISTING CERTIFICATE**

(To be given on Bidders Company Letter Head)

1. I, _____ son of shri _____ age about _____ by profession proprietor/ partner of M/s _____ having registered office at _____ do hereby solemnly affirms and declare as under:

- (a) Undertakes to the effect that the firm I represent is not blacklisted by any Government Organisation.
- (b) I am not Proprietor/ Partners/ Director of any other firm or business organisation with whom Government has banned/ suspended business dealing.
- (c) I do not have any concern/ subsidiaries with any business organisation or agency blacklisted by Government Organisation.

Company Seal

(Authorised Signatory of Company)

Place:

Dated:

Signature of Bidder & Stamp



Proforma for Pasting on Sealed envelope

TO:
HoD (CMM)
Address: M/s BrahMos Aerospace Pvt Ltd, Plot-1, Uttar Pradesh Defence Industrial Corridor Node, Village Bhat Gaon, Tehsil - Sarojini Nagar, Lucknow, Uttar Pradesh- 226401, INDIA

TENDER NAME:	BIDS FOR PROVISION OF INTEGRATED SERVICES FOR CONSERVANCY AND ARBORICULTURE ON RATE CONTRACT BASIS AT BAPL LUCKNOW
RFP NO:	BM/LKO/CMM/26-27/123/RFP
RFP DATE:	21 AUG 2026
VENDOR NAME & SEAL	
TENDER OPEN DATE & TIME:	22 SEP 2026 11:30 Hrs

LAST DATE OF SUBMISSION
21 SEP 2026
17:00 HRS

FROM:	
Vendor Name:	
Vendor Address:	
Contact No.:	



NOTE: THE BID (SINGLE/ TWO BIDS as per RFP) SHOULD BE PUT IN ONE OUTER SEALED ENVELOPE AND THIS PROFORMA SHOULD BE PASTED ON TOP. THE TENDER (SEALED ENVELOPE) SHOULD BE DROPPED IN THE TENDER BOX ONLY WITHIN THE LAST DATE & TIME OF SUBMISSION AS PER RFP.

Regd. Office: 16, Cariappa Marg,
 Kirby Place, Delhi Cantt-110 010, INDIA
 Ph: 91-11-33123000 42285000, Fax: 91-11- 2568 4827

Email: mmlucknow@brahmos.com
Website: www.brahmos.com

TAN No: LKNB129084
GSTIN: 09AABCR8269E1Z3

