

**PRE-BID M.O.M FOR ANNUAL MAINTENANCE CONTRACT FOR LANDSCAPE AND GARDEN FOR OFFICE AND COLONY CAMPUS AT IITM, PUNE**  
**TENDER NOTICE No. IITM/CE/Garden Maint./14-15/05**

A Pre-Bid Meeting for the subject work held 02.12.2014 in Pisharoty Hall at IITM, Pune.

During the discussion with vendors present in the meeting the following decision were taken by the committee:

SL. No.	Points discussed	Tender Document Reference	Decision Taken
01.	Penalty clause	Tender document Page-3,4,8 and 10	If any area of landscape/garden found shabby/unattended/damaged in that case recovery as penalty will be made from monthly bill claimed by the contractor for that particular area @ two times the quoted rate per sq.ft basis.
02.	LBT Exemption	Asked by vendor	IITM has LBT exemption.
03.	SITE VISIT	Asked by vendor	The scope of work was explained to vendors and area of landscape/garden as mentioned in tender was shown to vendors.
04.	BID SUBMISSION	Tender document	<b>Technical Bid Envelope:</b> <b>Forwarding Letter, Copy of Pre-bid M.O.M, complete tender documents, company profile, details of work experience for similar annual maintenance contracts completed/in hand and related documents as mentioned in tender duly signed and stamped on each page, EMD &amp; Tender Fee.</b> <b>Commercial Bid Envelope:</b> <b>Duly filled and signed.</b>

**NOTE: 1) Bid should be submitted on or before due date and time i.e. 17/12/2014 at 12:30 Hrs.**  
**2) Bid received after due date and time will be rejected.**

