UNIVERSITY OF KERALA
www.keralauniversity.ac.in
ADMINISTRATIVE UNIT
KARIAVATTOM
THIRUVANANTHAPURAM
TELE: 0471- 2308907

No.Ad/Kvtm/Gar/2011 Date: 21.06.2011

Kariavattom

21.06.2011
CAMPUS ADMINISTRATION
1. Gardening involves the upkeep of the common gardens and of the offices and the various Departments and alongside the road leading to main entrance, in the Kariavattom Campus. Landscaping, watering, periodic manuring, weeding, planting of ornamental plants, pruning and shaping of hedge plants in the gardens are the main works.

2. Flowering and ornamental shrubs shall be grown on both sides of the roads passing through the Campus from the main gate to the Gandhi Bhavan on the eastern side, to Oriental Block on the southern side and to the Health Centre on the western side. The roadside up to a width of three meters have to be kept free from grass and weeds and plants such as Mosanda, Hibiscus and crotons etc. are to be grown and reared.

3. The cost of pesticides, fertilizers, plants and seedling etc shall be borne by the contractor-firm who will make their own arrangements for making available sufficient garden tools and implements.

4. Clearing of overgrowth of bushes and shrubs in the Kariavattom Campus in general and in the premises of the offices / Departments, extending over a radius of 10m and in the intervening spaces between buildings in the Campus in particular shall be carried out regularly and meticulously, so that the Campus area is kept free of wild growth.

5. Deweeding of all the building tops should be carried out periodically. Both sides of the main entrance, outside the gate, in between the wall and road, 10 meters on each side should be kept neat and tidy always. The Area around all the establishments in Kariavattom Campus including Canteen, Cafeteria and State Bank should be kept clean.

6. Watering the plants shall be done on all days including holidays, (except in the rainy season) but clearing of shrubs and wild growth, gardening etc. only on working days.

7. A minimum of ten workers shall be employed for work on all working days out of which six should be male workers and four female workers. Four labourers be engaged on holidays for watering the plants and on rainy season for deweeding. If the number of workers in a particular day falls
below the minimum stipulated, proportionate deduction will be made from the amount payable to the contractor – firm.

8. The labourers should be engaged to work from 9.30 a.m to 4.30 p.m. on all days.

9. The name and address of the workers engaged by the contractor – firm shall be duly reported to the Joint Registrar, Campus Administration, Kariavattom Campus, who will arrange to issue identification passes to them.

10. The Garden Maistry attached to the office of the Joint Registrar, Campus Administration, Kariavattom, shall be in charge of the overall supervision of the work carried out by the contractor – firm.

11. Tax, if any, payable to the Government or any statutory body on account of the contract work shall be borne by the contractor – firm.

12. The University reserves the right to terminate the contract forthwith if the performance of the contractor – firm is found to be unsatisfactory during its currency by issuing a notice of termination of the contract to the contractor – firm.

13. A sum of Rs. 5000/- (Rupees Five Thousand only) shall be remitted towards E.M.D. in the form of Demand Draft drawn in favour of the Deputy Registrar, Campus Administration, payable at SBT, Kariavattom Branch and enclosed with the quotation in a sealed cover. The E.M.D of all bidders except that of the confirmed quotationer will be refunded to them within a fortnight of the date of opening quotations. The contract period shall be for One Year.

14. The quotationer should attach experience certificate, license if any and other relevant records to prove his efficiency in the field.

15. The contractor – firm shall sign a contract in the prescribed form on stamp paper worth Rs.100/- purchased in his name and shall scrupulously adhere to the terms and conditions therein.

Kariavattom                     JOINT REGISTRAR
21.06.2011                              CAMPUS ADMINISTRATION