



A.P. GREENING AND BEAUTIFICATION CORPORATION
GOVERNMENT OF ANDHRA PRADESH

EXPRESSION OF INTEREST

FOR

EMPANELMENT OF LANDSCAPE EXECUTING
AGENCIES / SERVICE PROVIDERS FOR VARIOUS
LANDSCAPE & GREENING PROJECTS IN ANDHRA
PRADESH

Managing Director, APG&BC

Plot No.30, Street No.4, Sector No.4, Lotus land mark,
Kedareswarapeta, Ayodhya Nagar, Vijayawada -520003,

Email: apurbangreening@gmail.com

DISCLAIMER

1. The information contained in this Expression of Interest ("EoI") document, or subsequently provided to Applicants (Firms), whether verbally or in documentary or any other form by or on behalf of Andhra Pradesh Urban Green and Beautification Corporation Ltd (herein after referred to as "APG&BC/ the "Corporation") or any of its employees, is provided to Applicants on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.
2. This EoI is neither an agreement nor an offer by the Corporation to the prospective Applicants or any other person. The purpose of this EoI is to provide interested parties with information that may be useful to them in the formulation & submission of their applications pursuant to this EoI.
3. This EoI includes statements, which reflect various assumptions and assessments arrived at by the Corporation in relation to the Empanelment of Agencies /Firms. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
4. This EoI may not be appropriate for all persons, and it is not possible for the Corporation and its employees/representatives/advisors/consultants to consider the objectives, technical expertise and particular needs of each party who reads or uses this EoI. The assumptions, assessments, statements and information contained in this EoI, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this EoI and obtain independent advice from appropriate sources. Information provided in this EoI to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
5. The Corporation and its employees/ advisors/consultants make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EoI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EoI and any assessment, assumption, statement or information contained therein or deemed to form part of this EoI or arising in any way in this Empanelment Process.
6. The Corporation also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this EoI.
7. The Corporation may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI.
8. The issue of this EoI does not imply that the Corporation is bound to empanel an Applicant or to appoint the Selected Applicant, as the case may be, for any services and the Corporation reserves the right to reject all or any of the applications without assigning any reasons whatsoever.
9. Empanelment of agencies under this invitation does not restrict APG&BCL from selecting similar agencies through open tender for executing similar landscape projects.

10. The Applicants are prohibited from any form of collusion or arrangement in an attempt to influence the selection and award process of the application. Giving or offering of any gift, bribe or inducement or any attempt to any such act on behalf of the Applicant towards any officer/employee/ advisor/ representative of the Corporation or to any other person in a position to influence the decision of the Corporation for showing any favour in relation to this EOI or any other contract, shall render the Applicant to such liability/penalty as the Corporation may deem proper.
11. Laws of the Republic of India are applicable to this EOI.

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ANDHRA PRADESH GREENING & BEAUTIFICATION CORPORATION
Empanelment of Landscape executing agencies/ Service providers for
execution of various landscape & greening projects in Andhra Pradesh

1. INVITATION FOR EXPRESSION OF INTEREST

- a) Government of Andhra Pradesh has constituted A.P. Urban Greening and Beautification Corporation Ltd (APG&BC) vide G.O.Ms.No.25, MA&UD (M2) Dept. dt.11.02.2015 for protection, planning and up-gradation of all urban vacant lands, municipal lands, parks, green zones, waterbodies and urban river fronts to manage them effectively by establishing parks, urban forestry, river front landscapes and herbal plantations etc., in all the Urban Local Bodies (ULBs) of the state.
- b) APG&BC is assisting various Urban Local Bodies (ULBs) of Andhra Pradesh in projects conceptualization till project implementation with the main objectives include, protecting & enhancing the greenery and aesthetics to mitigate the climate change in the urban areas of the state through plantations.
- c) APG&BC has successfully conceptualized, designed and implemented various urban greening and beautification projects including river front execution, beautification of urban water bodies, augmentation of green cover through greening road infrastructure such as central medians, traffic islands, etc. Further, APG&BC aims to ensure the high survivability of the planting materials after the project implementation for all the landscape & urban greening plantation projects being undertaken by APG&BC.
- d) **APG&BC intends to undertake development and management of specialized landscape projects with the support of landscape executing agencies having accomplished expertise in execution of landscape / urban greening projects. In this regard, APG&BC hereby invites applications under this Expression of Interest for empanelment of landscape executing agencies / Service providers.**
- e) These empanelled agencies are expected to take utmost care for the plantation works duly ensuring high survivability of the planting materials and quality of execution through their required appropriate level of expertise and experiences in handling of the work.
- f) Upon receipt of applications, APG&BC shall further sort the applications into two or more categories based on the Applicant's experience and credentials in the relevant landscape executing projects.
- g) There is no due date of submission of the EOI for empanelment of executing agencies/ service providers. Hence any interested Landscape Architects duly fulfilling the eligibility criteria defined below are encouraged to submit the applications towards empanelment at

the earliest. The applications must be received in the manner specified in the EOI document at the address given below.

The Managing Director (MD),

Andhra Pradesh Greening and Beautification Corporation,

Plot No.30, Street No.4, Sector No.4, Lotus land mark,

Kedareswarapeta, Ayodhya Nagar, Vijayawada -520003.

Phone No: 0866-2532833; 2530833

- h) The application shall be filled in English and all entries must be typed and written in blue/black ink. Initials of the authorised representative of the Applicant must attest all erasures and alterations made while filing the application. Failure to comply with any of these conditions may render the application invalid.
- i) APG&BC shall not be responsible for any costs or expenses incurred by the Applicant in connection with the preparation and delivery of the application.
- j) APG&BC reserves the rights to cancel, terminate, change or modify this EoI process and /or requirements of the application stated in the EoI, without assigning any reason or providing any notice and without accepting any liability for the same.
- k) Prospective applicants may seek any clarification in this regard from the office of the Managing Director or the authorized designator/s indicated below, A.P. Urban Greening and Beautification Corporation Ltd, during the office hours.

General Manager (Admn.)/ General Manager (Projects)

Mobile No: +91-7093744566, 9000789862

Email: apurbangreening@gmail.com

- l) The details can be downloaded from the APG&BC website mentioned below: www.urbangreening.ap.gov.in

2. JURISDICTION / AREA UNDER APG&BC

The following are the jurisdiction / area under APG&BC, where the empaneled Landscape executing agencies / Service providers are expected to deliver/execute the landscape plantation projects as planned;

- a) Territorial area in the municipal administrative jurisdiction in the state of Andhra Pradesh.
- b) Fringe rural areas that are necessary and incidentally to be covered in the interest of an urban area/ future city or under any plan of the Government.
- c) Territorial Jurisdiction of Industrial local authority / SEZ/ specified authority/ Urban Execution Authority or the area as directed by the Government for the purpose of urban greening / beautification.
- d) Project/ Transit / Coastal Corridors developed / envisaged wherein a city/urban area interest is involved.
- e) Temple area of seven major temples Srisailam, Srikalahasti, Kanipakam, Kanaka Durga (Vijayawada), Dwaraka Tirumala, Annavaram and Simhachalam.
- f) Any other areas as notified by the Government or APG&BC from time to time.

3. ELIGIBILITY CONDITIONS

The interested Landscape executing agencies /Service providers shall meet the following eligibility criteria;

- a) Any Proprietor / Partnership Firm / Limited Liability Partnership firm / registered firm having accomplished experience in execution of any Landscape / Greening projects developed anywhere in India in any Govt/ Quasi Govt/ PSUs/MNCs during the last three years preceding date of issue of EOI.

The Landscape executing agencies / Service providers shall have executed at least one Landscape project with project cost not less than Rs.10 lakhs (Rupees Ten Lakhs only) during the last three (03) financial years preceding EOI due date with any Govt./ Quasi Govt./ PSUs/ MNCs. **This should be supported by necessary documentary proof such as work completion certificate/s issued by the concerned authorities / Agencies.**

- b) **Turnover:** "The Applicant/s should have a minimum average annual turnover of at least Rs.25 lakhs (Rupees Twenty five lakhs only) during the past three (03) audited financial years preceding the EOI Due Date". The Applicants shall submit the turnover details certified by the Chartered Accountant (CA) and copies of Audited Balance Sheets for the last three years.

The interested Landscape executing agencies/service providers who meet the above eligibility criteria only should submit their application in the prescribed format with all necessary documents. Applicants are requested to furnish the projects executed (project costing more than Rs. 10.00 lakh) by them towards demonstrating their capacities as per the format provided.

- c) ESI, EPF certificate, labour license and VAT/GST certificate are mandatory and shall submit the all the said relevant necessary documents along the proposal.

4. TERMS & CONDITIONS FOR EMPANELMENT / REGISTRATION:

Terms and conditions for empanelment / registering landscape executing agencies/ service providers by the APG&BC.

- a) The APG&BC shall provide skill development training in execution of landscape & greenery projects and also provide awareness in the latest technologies in implementation of landscape & greening projects to the empaneled / registered executing agencies / service providers whoever is working for the assigned projects.
- b) The payments for the executed projects shall be made only after satisfactory quality control certification issued by the APG&BC with the help of 3rd party quality control agencies during and after the execution of work.
- c) The empaneled / registered landscape executing agencies / service providers may be dispensed with at any time by giving one month notice in the event of non-performance /under performance or any other reason which would be specified.
- d) The APG&BC shall undertake performance appraisal and grading of the empaneled / registered landscape executing agencies / service providers after the completion of execution of each project.
- e) All Government departments, ULBs, Urban Development Authorities and Government organizations shall approach APG&BC for evaluating the performance appraisal and grading of the landscape executing agencies / service providers. For evaluation and grading of the landscape executing agencies / service providers, each landscape project having estimated value of Rs.10.00 lakhs and above (for both development and maintenance works put to together) shall be considered.

5. SCOPE OF SERVICES

The empanelled landscape executing agencies/ service providers are expected to deliver the following services during implementation of landscape and urban greening plantation projects.

- a) Shall execute the project/s as per the detailed designs and working drawings provided by the respective departments or its authorized Landscape Architects or concerned authorities.
- b) Shall deploy qualified & experienced supervisors and adequate number of skilled / semi-skilled manpower for landscape works, as prescribed by the authorities.
- c) Shall be responsible for conducting soil test as per the recommendations & acceptance by the respective departments and concerned authorities for entire Landscape site at definite intervals.
- d) Shall be responsible for plantation works in the right soil medium *as per the instructions of APG&BC* and concerned authorities besides other physical & chemical composition suitable for planting material.
- e) Shall use quality materials with reference to the prescribed specifications and the quality of execution of the project shall be as per the standards with reference to the specifications defined.
- f) Shall be responsible for plantation works in the right soil medium (as per the instructions of the respective departments and concerned authorities) besides other physical & chemical composition suitable for planting material.
- g) Shall be responsible for using the good quality of soil media for all plantation works *as per the ground conditions*.
- h) Shall be responsible for supplying, placement, shaping of mounds, profiles, excavation and removal of unwanted soils, as may be required and as per the designs. Also, setting and formation of rough grading with suitable materials to achieve the desirable level.
- i) Shall be responsible for procuring / supplying the desired plant material including species as per the specifications. All plant materials procured by the agency shall be healthy, sound, vigorous & hardened with healthy foliage and proportionate root & shoot portion. The plant materials must be maintained in healthy condition until planted. All plant materials shall be free from diseases, pests and shall have healthy well-developed root systems.
- j) Shall be required to complete the plantation works as per the planting schedule issued by the site in charge.

- k) Ensure that the project is implemented in accordance with the final designs through periodic reviews of the project designs vis-à-vis construction under progress, etc.
- l) Undertake timely action to ensure replacement/ rectification of defective materials and defective workmanship.
- m) Shall be responsible for digitally recording (*imagery / photos / videos*) and transmitting to the authorities as instructed, the progress of work at site on a daily basis from start till completion.

6. PROCEDURES FOR THE PERFORMANCE APPRAISAL AND GRADING:

The performance and grading of the executive agencies/ service providers shall be carried by APG&BC once the project is completed as detailed below.

- a) The performance appraisal and grading of the landscape executing agencies / service providers is essentially needed:
 - i. To maintain high standards and to ensure quality work.
 - ii. To identify the efficient landscape executing agencies / service providers for the execution of unique projects.
 - iii. To encourage the landscape executing agencies / service providers who have high capabilities and innovative practices for adopting in the execution of the projects.
 - iv. The services of the high grade performed landscape executing agencies / service providers will be utilized for the specialized and time bound projects for effective implementations.
- b) A committee consisting of expertise in landscape, horticulture, forestry, and civil engineering shall be constituted to undertake performance appraisal and grading of the landscape executing agencies / service providers.
- c) The performance appraisal and grading of the landscape executing agencies / service providers shall be with respect to the following parameters.
 - I. Quality of execution of the project as per the standards with reference to the specifications prescribed in the agreement executed.
 - II. Timely completion of the project.
 - III. Quality of materials used with reference to the prescribed specifications.
 - IV. Use of aesthetic / Ecofriendly material in the projects.
 - V. Total workmanship of the project.

- VI. Innovative and best practices adopted in the execution and maintenance of the projects.
 - VII. Flexibility of the landscape executing agencies / service providers towards the execution of the supplementary items in the projects.
 - VIII. Engagement of the technical personnel in execution of the projects.
 - IX. Survival percentage of plants.
 - X. Deployment of man power as per the specifications prescribed.
 - XI. Adopting innovative irrigation and drainage systems.
 - XII. Any other parameter specific to the project shall be included and appraised.
- d) The committee shall finalize the specific parameters for each project and prescribe marks and appraise accordingly.
 - e) Each project shall be reviewed / appraised by the committee and grade the performance of the landscape executing agencies/service providers. It is the responsibility of the landscape executing agencies / service providers to get the projects executed appraised by the committee within one month of completion of the project.
 - f) Based on the performance appraisal the landscape executing agencies / service providers shall be graded by APG&BC by awarding A (Excellent), B (good), C (satisfactory), D (poor).
 - g) The executing agencies / service providers who obtained high grades i.e., A and B grades shall be awarded with appreciation certificate and the agencies who obtained two low grades i.e. D grade consecutively for the projects executed by them will be liable for termination of the empanelment and will be debarred from participating in any landscape tenders for a period of 2 years.

7. GENERAL TERMS AND CONDITIONS

- a) It is to be noted that this is not a Request for Proposal (RFP) / tender, after review and scrutiny of Expression of Interest, the suitable experienced Landscape executing agencies/Service providers only will be empanelled for providing the services indicated above (*Scope of Service*), as per due procedure on project to project basis.
- b) As and when the services of empanelled firms are required to APG&BC or any other Government authorities / organizations, the empanelled firms will be requested for quotes/bids. Further, based on the selection criteria thereafter, work will be awarded to the firm.

- c) The empanelment will be valid for 24 months from the date of empanelment.
- d) The discretion and decision of the Managing Director in respect of empanelment of the Landscape executing agencies / service providers will be final.
- e) APG&BC at its sole discretion may call for empaneling the additional executing agencies to undertake landscape projects as and when required under this EoI.
- f) Empanelment of landscape executing agencies /service provider does not give right to demand allotment of works for execution.
- g) APG&BC shall provide skill development training in execution of landscape & greenery projects and also provides awareness in the latest technologies in implementation of landscape & greening projects to the representative of empaneled executing agencies whoever is working for the assigned projects.
- h) Further, it may be noted that the payments for the executed projects will be made only after satisfactory quality control certification issued by the APG&BC or the agency concerned through their representative quality control agencies during and after the execution of work.
- i) The empaneled Landscape executing agencies /Service providers may be dispensed with at any time giving one month notice in the event of non-performance /under performance or any other reason which would be specified. APG&BC decision is final & binding.
- j) APG&BC shall constitute a committee that shall undertake performance appraisal / grading of the empanelled landscape executing agencies with respect to their quality of execution, timely completion of project, survival percentage of plants and deployment of skilled manpower as per the specification given by the APG&BC or the agency concerned, adopting advanced irrigation systems and any other standards every financial year. The executing agencies with high grade shall be awarded with appreciation certificates from APG&BC and agencies with low grades will be liable for termination from the empanelment (at any time by giving one month notice) and will be debarred from undertaking any landscape projects across the state of Andhra Pradesh for a minimum period of two years from the date of termination.

8. PREPARATION, SUBMISSION AND EVALUATION OF APPLICANT/S

- a) The EOI application in prescribed form duly completed and signed along with other necessary documents should be submitted in a sealed cover duly highlighting as “**EOI - EMPANELMENT OF LANDSCAPE EXECUTING AGENCIES / SERVICE PROVIDERS FOR EXECUTION OF VARIOUS LANDSCAPE & GREENING PROJECTS IN ANDHRA PRADESH**” along with the name of the Firm and its address.
- b) Incomplete application & unsigned application form/s or non-submission of the same will be summarily rejected. Applications submitted with any pre-condition or additional conditions other than the conditions prescribed and supplied by the APG&BC will also be summarily rejected.
- c) The applicant /s are required to submit the following documents towards meeting the eligibility conditions along with the application.
 - i. Covering Letter as per the format in Annexure - I
 - ii. Organizational experience as per the format in Annexure - II
- d) The Applicants shall furnish all the required information as per the format/s and duly signed on each page of the application.
- e) The Applicants may furnish any additional information, which is deemed necessary to establish their capability to successfully rendering services for developing various landscape projects. Superfluous information need not be furnished and no information shall be entertained after submission of EOI document unless specifically called for.
- f) The application should be submitted personally or through post / courier in the office of ‘**The Managing Director (MD)**, Andhra Pradesh Greening and Beautification Corporation, Plot no 30, Street no.04, Sector 04, Lotus Landmark, Kedareshwarapeta, Ayodhyanagar, Vijayawada, Andhra Pradesh - 520003, Ph. no: 2532833;2530833.
- g) Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render the applicant liable to be debarred from taking up the services.
- h) No Applicant or its Associate shall submit more than one Application.
- i) APG&BC reserves the right to seek further information / clarifications from any of the Applicant on the submitted documents and the same shall be sought through a written communication/ email.
- j) The Applicant shall bear all its costs associated with or relating to the preparation and submission of its application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Corporation or any other costs incurred in connection with or relating

to its application including costs relating to submission and maintenance of various fees, undertakings and guarantees required pursuant to this EOI and also any cost relating to updating, modifying or re-submitting its application pursuant to the EOI being updated, supplemented or amended by the Corporation. All such costs and expenses will be incurred and borne by the Applicant and the Corporation shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the application, regardless of the conduct or outcome of the Selection Process (hereinafter defined).

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9. APPLICATION FORMATS

Format of Covering letter
(On the Applicant Letter Head)

To
The Managing Director (MD),
Andhra Pradesh Greening and Beautification Corporation,
Plot No.30, Street No.4, Sector No.4, Lotus land mark, Kedareswarapeta,
Ayodhya Nagar, Vijayawada -520003, Phone No: 0866-2532833; 2530833

Dear Sir,

Sub: Expression of Interest for empanelment of Landscape executing agencies / Service providers for execution of various landscape & greening projects in Andhra Pradesh with A.P. Greening and Beautification Corporation – Submission of Application – Reg.

-oOo-

In response to your Notice published in your web portal www.urbangreening.ap.gov.in, I /We submit my/our application as follows:

We have examined the details given in this EOI notice, details & proforma for empanelment of Landscape executing agencies /service providers for execution of various projects; I / we hereby submit and acknowledge the following information.

1. Name of the applicant's : _____
(in BLOCK LETTERS)
2. Full address : _____
 - a. TelephoneNo: _____
 - b. Office/ Mobile No : _____
 - c. Fax : _____
 - d. Email Id : _____
3. Whether Proprietary/ Partnership/ Registered firm / Public/ Private Ltd.:
(Relevant certificates of registration / Partnership deed to be enclosed)
4. Contact details of the Authorised contact person
 - a. Name / Designation : _____
 - b. Postal Address : _____
 - c. Tel. / Mobile No : _____
 - d. Email Id : _____

5. I / We hereby certify that all the statements made and information furnished in the enclosures are true and correct.
6. I / We have furnished all information and details necessary for EOI and have no further pertinent information to supply.
7. I / We also agree that the Managing Director (APG&BC) or their authorized representatives can approach individuals, employers and firms to verify our competence and general reputation.
8. I / We submit certificates in support of our suitability, technical knowhow and capability for having successfully completed the projects, in prescribed format.
9. I/We agree that the discretion and decision of the APG&BC in respect of the empanelment of landscape executing agencies with accomplished experience in the subject services is final and binding.
10. I /We agree that in the event of non-performance / under performance / performance appraisal resulting with low grade, our firm will be liable for termination from the empanelment and will be debarred from undertaking any landscape projects across the state of Andhra Pradesh for a minimum period of two years from the date of termination.

Signature of Applicant

Name & Designation of Signatory

Date: : _____

Enclosure (if any):

- 1.
- 2.
3. Etc

ANNEXURE - II
(Application format)

APPLICATION FOR EXPRESSION OF INTEREST

Details of Projects Executed

LIST OF APPLICANT'S SIMILAR PROJECTS		
S. NO	PARTICULARS	DESCRIPTION
PROJECT-1:		
1.	Project Name and Location	
2.	Description of Project duly indicating the project area, type of plant material etc.	
3.	Executed Landscape project cost (Rs. in Lakhs.)	
4.	Duration of Assignment (months)	
5.	Start date (month/year)	
6.	Completion date (month/year)	
7.	Name & Address of the Department / Organization (Client)	
8.	Completion Certificate enclosed (Yes / No)	
9.	Enclosed the photographs of the executed project site (Yes /No)	

Signature of Applicant

Name & Designation of Signatory

Date:

*The Applicant may add more sheets for demonstrating the project experiences. **(Documentary proof of this information shall be attached).***

ANNEXURE - III

(Application format)

**TURN OVER DETAILS FOR THE LAST THREE (3) AUDITED FINANCIAL YEARS
PRECEDING THE APPLICATION DATE**

Name of the Firm	Years (Rs.in lakhs)			Average Annual turn over (Rs. In lakhs)
	2015-16	2016-17	2017-18	
1	2	3	4	5

Submit turnover details certified by the Chartered Accountant (CA) and copies of Audited Balance sheets for the last three years.

Signature of Applicant

Name & Designation of Signatory

Date: