

**HUMAN RESOURCE DEPARTMENT  
ADMINISTRATIVE OFFICE  
RAIPUR**

**ANNUAL MAINTENANCE CONTRACT FOR HORTICULTURE AND GARDENING  
WORKS AT STAFF COLONY & ADMINISTRATIVE OFFICE , RAIPUR**

**Last Date of Submission of bids: 3.00 P.M IST on 10.11.2025  
Opening of Technical bids: 3.30 P.M IST on 10.11.2025**

**The Chief Manager (HR)  
State Bank of India  
Administrative Office  
Raipur**

**NOTICE INVITING TENDER**

**ANNUAL MAINTENANCE CONTRACT FOR HORTICULTURE AND GARDENING WORKS AT STAFF COLONY & ADMINISTRATIVE OFFICE , RAIPUR**

State Bank of India, HR Department invites tenders from Horticulture contractors. The details of tender are as under:

1	Name of Work	Tender for ANNUAL MAINTENANCE CONTRACT FOR HORTICULTURE AND GARDENING WORKS AT STAFF COLONY & ADMINISTRATIVE OFFICE, RAIPUR.
2	Earnest Money Deposit(EMD)	NIL
3	Date for issue of tender documents	03.11.2025 to 10.11.2025 from Bank's website <a href="https://sbi.co.in/web/sbi-in-the-news/procurement-news">https://sbi.co.in/web/sbi-in-the-news/procurement-news</a>
4	Address for submission of tender document	The Chief Manager Human Resource State Bank of India Raipur
6	Last date & time for submission of tender document	On 10.11.2025 up to 03:00 PM
7	Date and Time of Opening of Technical Bids	On 10.11.2025 at 3.30 pm
8	Validity for Offer(Minimum)	90 days from the date of opening the Tenders.
9	Date of Commencement of Work	Within 7 days of the issuance of Work Order
14	Period of contract	Initially for a period of ONE (1) Year subject to its renewal for another term of two year (one block each) upon satisfactory performance.
15	Security Deposit	5% of Annual Contract Value
16	Total Area of both the Premises	23,500 Sqm

**SCOPE OF WORK:**

1. Maintenance of Garden Lawn, Nerium/Shrubs, trees.
2. All the materials viz fertilizers, FYM, pesticides etc shall be supplied by the vendor.
3. All Tools and tackles and Manpower required for execution of the job shall be provided by the vendor.

**Specific terms and conditions.**

1. Provide staff with uniform and with the organization logo tag.
2. Employees should maintain highest discipline in the work premises.
3. The staff employed on contract basis for purpose of landscape maintenance and gardening work only.
4. AMC rates quoted is for 12 months
5. After 12 months agreement will be due for renewal
6. Electricity and water charges will be in our scope.

S/d-

**Chief Manager (HR)**

