



F. No. Vien/883/1/2018

Dated 1st March, 2018

NOTICE INVITING TENDER

The Embassy of India invites quotations for annual maintenance contract of the garden at the Embassy Residence, situated at Spitzergasse 2, 1180 Vienna Austria. The quotations are required with the manpower, manhours and the following scope of work:

- Lawnmowing of the entire meadow- once a week
- Scarifying, Fertilizers and reseedling -2 times in a year (Spring & Autumn)
- Fertilize the bushes and roses- 2 times in a year (Spring & Autumn)
- Cutting the hedge into shape- 2 times in a year (Spring & Autumn) or else when needed according to the growth of hedge.
- Cultivation of the entire plant areas, removal of the weeds, care of all the existing plants- once a week.
- Controlling all the plants and trees against pest- infestation- once a week.
- Cleaning the walk ways with broom or air- machine – once a week
- Controlling and cleaning the rain water gutters- once a month
- Maintaining the plants/flowers in the patio area on the ground floor.
- Washing the walk ways/pathways with high pressure water compressor(Kaercher) – 2 times in a year.
- Procuring & planting of different plants- Perennial & Seasonal Plants and flowers.
- Insecticides for fruit trees against pest. - 2 times in a year
- Fighting against ants in the garden. - once a month.
- Plucking and picking ripe fruit from the fruit trees
- Spider web removal on the ground floor windows all around -once a week
- Wet cleaning the terrace on the ground floor and balcony / terrace on the first floor- once a week
- Collecting and disposing off the leaves in spring.

- Transporting and disposing of green waste.
- All kind of Equipment, tools, manure, fertilizers, disposable bags and any other material needed for the garden maintenance has to be provided by the service provider/company.

2. Interested parties must be registered for undertaking the work in Austria.

3. The interested parties may inspect the site with prior appointment with the undersigned during working hours of the Embassy of India (Monday through Friday 0830 to 1700 hrs).

4. The quotation may be forward in a sealed envelope with the superscription "Quotation for AMC of garden maintenance at the Embassy Residence". The quotation may reach the undersigned latest by 23rd March, 2018.



(Mr. Bhagwan Yadav)
Second Secretary &HOC

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