



**INSTITUTE ON MANAGEMENT OF AGRICULTURAL EXTENSION  
(IMAGE)**

(AN AUTONOMOUS INSTITUTE OF GOVERNMENT OF ODISHA)

Siripur, BHUBANESWAR-751003, Odisha

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No. 5073 .....

Dated : 23.11.2022

**Compliance to the Pre-Bid Queries & Addendum**

**With reference to the RFP No.4861 dtd.05.11.2022 for  
Selection of Agency for providing Comprehensive Facility Management  
Services (CFMS) at IMAGE, Siripur, Bhubaneswar, Odisha**

The details of Addendum & Corrigendum relating to the pre-bid queries of the interested bidders have been discussed in the Pre-bid meeting held on dt.18.11.2022 and necessary changes made in the RFP documents which can be downloaded from the website [www.agri.odisha.gov.in](http://www.agri.odisha.gov.in) / [www.odisha.gov.in](http://www.odisha.gov.in) from dt. 23.11.2022. Other Terms & Conditions as mentioned in the RFP documents remain unchanged.

*6/2/22*  
*23.11.22*  
**DIRECTOR, IMAGE**





**INSTITUTE ON MANAGEMENT OF AGRICULTURAL EXTENSION (IMAGE)  
(AN AUTONOMOUS INSTITUTE OF GOVERNMENT OF ODISHA)**

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**Clarifications on Pre-Bid Queries Received Relating to the RFP Floated for Selection of Agency for providing  
Comprehensive Facility Management Services (CFMS) at IMAGE**

**RFP No. 4861/ IMAGE Date.05.11.2022**

Sl. No.	Name of the Interested Bidders	RFP Document Reference(s) (Selection & Page)	Content of RFP requiring Clarification(s)	Queries/ Suggestion	Compliance
1	BVG India Ltd.	Section 2.2.3, Page No.14 (F)	Valid License on PSARA Act-2005	For Security Services, PSARA Certificate is mandatory or not	Yes, it is mandatory.
		Section 2.2.3, Page No.14 (I)	Must have own bank account in Bhubaneswar	If any agency has bank account in other state	On selection, bank account to be opened at Bhubaneswar and submitted within one month period. An undertaking to that effect must be submitted along with the bid documents.
		Form F-3, Financial Bid, Page-82 (2,3)	In Lump Sum	Where to quote service charges	Addendum will be issued
		Section 2.2.3, Page No.14 (E)	The Registered office/branch office of the service provider must be located within the jurisdictional area of Odisha.	Request for allowing the non-native bidders to participate in this tender and fulfill the aforementioned point after allocation of the work.	On selection, the branch office to be opened within jurisdictional area of Odisha within one month period. An undertaking to that effect must be submitted along with the bid documents.



Sl. No.	Name of the Interested Bidders	RFP Document Reference(s) (Selection & Page)	Content of RFP requiring Clarification(s)	Queries/ Suggestion	Compliance
2	Call Me Services	Section 2.2.3, Page No.14 (F)	Valid License on PSARA Act-2005		Yes, it is mandatory.
		Section 2.2.3, Page No.14 (I)	Must have own bank account in Bhubaneswar	<p>Is there any estimate cost of the said work?</p> <p>The total number of workers are not mentioned in RFP any where</p>	<p>It is to be quoted by the bidder.</p> <p>No, it is to be mentioned by the bidder assessing the scope of works.</p>
3	Techno Facility Management	Other		Is gardening work included with this RFP?	Yes, Addendum will be issued accordingly.

*Sign*  
 Director, IMAGE





### Addendum

As per decisions taken in the Pre-bid meeting of RFP for selection of agencies for providing Comprehensive Facility Management Services at IMAGE held on 18.11.2022, the following addendums have been made in the **RFP No.4861 dt.05.11.2022**.

1. **"Garden & Lawn Maintenance"** has been included in the scope of services and inserted in the RfP document as referred below;

Clause/ Phrase to be inserted	Inserted in RFP document Clause	Page No.
Garden & Lawn Maintenance	Inserted as sub point-7 under Sl. No.3 of Bidder Data Sheet	5
Garden & Lawn Maintenance	Inserted as sub point (vii) under Clause No. 3.18 of Section-3 (Terms of Reference)	41
<p>The agency shall be responsible for ensuring proper maintenance and upkeep of all horticultural works. Adequate equipments shall be maintained by FMS including grass cutting machine and other tools required for maintenance of horticulture areas. FMS shall grow seasonal plants and seasonal flowers as deemed fit by the Client to maintain the horticulture/ landscape as per the satisfaction of client/ end user. FMS shall make required arrangements and proper use of required insecticides, Pesticides, Fertilizers, Manures etc.</p> <p>The broad scope of work will be as follows: The Agency has to perform the following activities :</p> <ul style="list-style-type: none"><li>i) Daily watering</li><li>ii) Weed removing</li><li>iii) Trimming and pruning</li><li>iv) Lawn mowing</li><li>v) Hedges and Shrubs cutting etc.</li><li>vi) Cleaning Garden areas</li><li>vii) Applying fertiliser or compost manure/vermi culture manure alternate month or as and when required.</li><li>viii) Applying pesticides and fungicide as and when required.</li><li>ix) Maintenance of vermi compost pits</li><li>x) Disposal of dry/fallen leaves.</li><li>xi) Seed collection and sowing.</li><li>xii) Raising of Nursery.</li><li>xiii) Preparation and maintenance of Planting Materials.</li><li>xiv) Operation of Tools, Machinery as required for the Garden.</li><li>xv) General maintenance of existing plants, Tools implements</li><li>xvi) Landscaping etc.</li></ul>	Inserted as Sub clause (f) under Clause 3.19.B of Section-3 (Terms of Reference)	49



2. Addition of field for quoting "Service Charge" in the Form F3

Clause/ Phrase to be inserted	Inserted in RFP document Clause	Page No.
Service Charge	Inserted as Sl. No.5 in the Form F3 (Detail Breakup for the Financial Offer)	83

*Sent*  
23.11.22  
Director, IMAGE