

**RAJASTHAN STATE INDUSTRIAL DEVELOPMENT & INVESTMENT CORPORATION
LTD., UDYOG BHAWAN, TILAK MARG, C-SCHME, JAIPUR-302005**

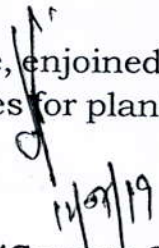
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CIRCULAR

Recently various sanctions for Plantation Work in Open Land / Wood Land / Parks / Road Side has been issued to carry-out the plantation work during the rainy season in different Industrial Areas of RIICO.

For effective implementation of the plantation work, guidelines with regard to execution, supervision and monitoring of plantation work have been framed and are attached.

All Unit Heads and Finance Heads of the units are therefore, enjoined upon to remain vigilant & make strict compliance of the guidelines for plantation work.


(Gaurav Goyal)
Managing Director

Encl.: As above.

Copy :

1. Financial Advisor
2. General Manager (Fin.)
3. General Manager (Civil)
4. Addl. General Manager (Civil)
5. SE (Power)
6. Sr. R.M. (Civil) / R.M. (Civil)
7. Unit Head
8. Manager (F-IPI)
9. DGM (Computer) for hoisting on RIICO website.

Copy also to :

1. P.S. to MD.

General guidelines for Plantation work in RIICO.


Broad guidelines have been framed for Plantation work in RIICO Industrial Areas, which is as follows: -

A. Selection of Plantation area:

1. Unit Head along with his Technical team shall coordinate with the respective Industrial Association for prioritizing and selecting the area of Plantation (woodland/service area (only along the boundaries)/road side/central verge) for better greenery of the area. While selecting of the area of Plantation, suitability of the site with regard to the safety and survival of the Plant shall be ensured.
2. Unit Head shall take in account the requirement of the Plantation work as committed in the EIA study and which subsequently became condition while granting EC of the area.
3. After finalization of site, the Photographs of the same should be made as record along with marking in the layout plan of Industrial Area. The existing trees must be marked in the layout plan. The existing trees should be given individual numbering along with its detail such as Type of plant, location and same shall be recorded in the Register (Tree Plantation Register for Industrial Area) related with the work.
4. Unit Head shall ensure the availability of protective measure and safety of plants before commencement of Plantation work for both woodland and road side.
5. There are cases where L-1 bidder quotes higher rate for tree guards and lower rate for plantation work for getting awarded the work in their favour based on overall cost of the work. This may lead in curbing tendency of walking away after getting substantial payment against tree guard construction, leaving plantation work in limbo.

A suitable condition should be incorporated in the tender document to safe guard the completion of the plantation work as under:

In case, the bidder offers the bid of item of construction of tree guards substantially higher than the estimated amount then the payment of work for construction of tree guards up to the estimated amount shall be made after completion of the construction of tree guards and balance payment shall be made in the phased manner in eight equal parts along with the payment of plantation (as per the mode of payment prescribed for plantation work).


(Rajendra Singh)
CM (Civil)

B. Selection of Plants:

1. The selection of Plant for the Plantation work should be made in such a manner that, the same is adaptive to the soil conditions and climate of the area and Unit Head may take advice from Forest Department before finalization of the type/species of plant for Plantation work. The plants having good survival rate & less water requirement such as Neem, Shisham, Kadamb, Arjun, Karanj, Peepal, Banyan and other shadowy plants should be preferred. No ornamental plants will be selected for plantation purpose.
2. The initial height of the Plants should not be less than 7-8 feet.

C. Commencement of Plantation work:

1. After issuance of work order for the work of Plantation for the area, a formal function in coordination with the Industrial Association should be organized ensuring participation of prominent Industrialist of the area. The Photographs of the events along with the video clip should be uploaded in the RIICO website.
2. After sapling of plants, the photographs with date shall be taken & recorded and uploaded in the RIICO ERP.
3. Every new plant be given individual number (in matrix form). The other details related with the plants, such as Type of plant, location, date of sapling and height of sapling and shall be recorded in the Tree Plantation Register of the Ind. Area.
4. If the work of Tree Guards is included in the work the photographs of the location before and after construction of Tree Guard shall be taken. Numbering of each tree guard should also be made and it should be recorded linking with the plant number, in the Tree Plantation Register of the Industrial Area
5. The photographs and photo copy of the details recorded in the Tree Plantation Register of the Industrial Area shall necessarily be made part of bill while releasing the initial payment.

D. Monitoring of Plantation work:

1. The monitoring of the growth of the plants shall be made as under:
 - a. **First level:** ASE/ARM shall inspect the work and record the progress of growth of each plant & condition of the tree guard at least an interval of one month. The same shall recorded in the Tree Plantation Register of the Industrial Area. The photographs with date shall also be taken. Any short


(Rajendra Singh)
GM (Civil)

fall in the number of plants if noticed, the same shall be recorded and intimated to contractor for replacement as per the contract agreement. Similarly, in case of damages, if any, to the tree guard, the same shall be repaired/ removed.


However, no replacement shall be allowed after a period of two years from the date of plantation. In this case, complete payment which has been made earlier, on account of plantation and maintenance for dead plants along with cost of its tree guard/ proportionate cost of fencing/boundary wall, if constructed, as part of the work in the same work order, will be recovered/ deducted (Condition No. 14 of the terms & conditions of the plantation work already issued and communicated vide letter no. IPI/Tech/279/2019/153 dated 16.05.2019 may be replaced accordingly).

ASE/ARM shall also ensure that the Agency is regularly maintaining the plant which includes proper watch & ward, watering, Neerai-Gudai, application of pesticides & insecticides and feeding manure.

- b. **Second level:** ARM/RM shall verify the progress of growth of each plant & condition of the tree guard at least an interval of two months. The same shall recorded in the Tree Plantation Register of the Industrial Area. The photographs with date shall also be taken.
- c. **Third level:** Unit Head shall verify the progress of growth of each plant & condition of the tree guard at least an interval of three months. The same shall recorded in the Tree Plantation Register of the Industrial Area. The photographs with date shall also be taken.

2 **The intermediate & final payments:**

- a. The guidelines with regard to mode of payment and terms & conditions of the plantation work has already communicated vide letter No. IPI/Tech./279/2019/153 dated 16.5.2019.
- b. The intermediate & final payments to the Agency shall be made after ensuring the required progress of the work & growth of the plants and satisfactory condition of the tree guard, in accordance with the Terms & Condition of the Tender Document which shall be recorded by concerned site staff and dully verified by the Unit Head. The photographs and photo copy of the details recorded in the Tree Plantation Register of the Industrial Area shall necessarily be made part of bill while releasing the intermediate /final payments.


General Manager (Civil)
(Rajendra Singh)
GM (Civil)