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Website: <http://www.icar.org.in>
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F.NO.4/2018-Estate (SS)

Dated:02.07.2018

Shri P. Gangadhara Alva
Pithru Kripa
Badiaduka
Kasaragod

Sub: Job Contract Work in Farm & Lab-Social Science at CPCRI, Kasaragod-reg.

Ref: Your bid 40(2)/36/2018-Estate (SS) dated 16.05.2018

Sir,

With reference to your quotation cited above, duly accepting the terms & condition appended in the tender document, order is hereby placed for executing the Job Contract Work in Farm & Lab-Social Science Division of this Institute on contract basis for the period from 01.07.2018 to 30.06.2019, as detailed below.

Item No	Description of work	Approx Qty.	Rate (Rs.)	Amount (Rs.)
1	Irrigating and maintaining the coconut palms (14 palms), Cocoa trees & areca nut palms (24 palms) in the surroundings of the ATIC building Cleaning the surrounding of the building - approx. 0.5 ha Distribution of coconut seedlings Cleaning of coconut museum (Dusting and cleaning inside the museum twice in a week and cleaning outside also For arranging and assisting to participate in the exhibition by the Institute at off campus and on campus Sweeping, moping & cleaning the toilets in the ATIC building	Entire work	1,89,800.00 (One Year)	1,89,800.00 (One Year)
2	Carry out service works & maintenance and of statistics lab and Videoconferencing facility and for assisting in field surveys and data entry	Entire work	1,62,000.00 (One Year)	1,62,000.00 (One Year)
KVK				
1	Maintenance of demonstration units. Attending different cultural operations like, land preparation, planting, sowing seeds, irrigation, weeding, manuring, plant protection and harvesting in demonstration units on inter cropping in coconut garden with banana, fodder grass, pineapple, tuber crops, fruit crops like, rambutan, mangostene, supkota, passion fruit, dragon fruit, spice crops like pepper, ginger and turmeric, vegetables flowering plants, Home science garden, azolla unit and fish pond. Attending vermi composting and coir pith composting unit and production of compost.	4.0Acre Entire work	2,76,000.00 (One Year)	2,76,000.00 (One Year)
2	Production of seeds and planting materials- Preparing potting mixture, filling bags/pro trays, arranging in nursery, sowing seeds/planting cuttings, plant protection, irrigation and weeding. (Seedlings of papaya, drumstick, vegetables, arecanut, flowering plants, garden plants and	One Lakh nos. 50 kg seed	3,45,830.00 (One Year)	3,45,830.00 (One Year)

	fodder grass slips.) Production of rooted pepper cuttings by serpentine method and maintenance of production /nursery unit in tidy and presentable condition. Land preparation, sowing seeds/planting seedlings, manuring, earthing up, providing pandal/support, plant protection, collecting seed, extracting, drying and packing.	Entire work		
4	House Keeping Cleaning of KVK building- office rooms, verandah, laboratory, toilets, seminar hall, MAP building and office premises by sweeping, moping and cleaning properly on alternate days basis during working days.	547 sqmt office area and 800 sqmt surrounding area. Entire work	72,000.00 (One Year)	72,000.00 (One Year)
5	KVK Sales Outlet Attending different works in the sales outlet of KVK. like selling technological products, billing and maintaining stock and sales registers.	25 days/month Entire work	1,42,680.00 (One Year)	1,42,680.00 (One Year)
			Total(Rs.)	11,88,310.00

(Rupees eleven lakh eighty eight thousand three hundred and ten only)

Terms & Conditions

1. The works should be carried out under the supervision of Scientists/Technical Officers (PB & PHT), CPCRI, Kasaragod.
2. The Institute will not be responsible for the loss or damage/casualty, if any, while executing the work.
3. The rate quoted shall be valid for a minimum period of one year.
4. Any loss or damage etc. caused to the Institute properties while carrying out the works should be made good or else necessary action will be initiated to recover the same.
5. The Contractor should obtain certificate of registration under contract labour (Regulation & Abolition) Act 1970, from the Regional Labour Commission (Central) Kochi and comply with all the provision of Act.
6. The contractor/Agency shall be at the responsibility to comply with the requirements under the Labour Act/EPF Act/ESI Act/minimum wages Act etc. towards the personnel engaged for executing the contract work of this Institute.
7. **Payment for service contract will be made quarterly on satisfactory completion of work and submission of pre-receipted bill along with GST payment receipt if applicable.** (If Nil return the receipt for the same from the concerned authority should enclose).
8. The Director of the Institute will be at liberty to forfeit the Bid Security/Performance security amount in full or part thereof in the event of unsuccessful completion of the awarded work.
9. The Director of the Institute reserves the right to terminate the contract at any time in case of violation of agreement.
10. The person so provided by the contractor under this contract will not be the employee of the CPCRI and there will be no Employer-employee relationship between the CPCRI and the person so engaged by the contractor in the aforesaid services.
11. Income Tax will be deducted from the payments due for the work done as per rules.
12. Any misconduct/misbehavior on the part of the person provided by the contractor will not be tolerated and he will have to be replaced immediately.
13. The person provided should maintain discipline in the premises of the Institute.

14. **Performance security** equivalent to the amount of **10%** of the contract value i.e. **Rs. 1,18,830/- (Rupees one lakh eighteen thousand eight hundred and thirty only)** may be furnished in the form of an A/C payee DD/FD or Bank Guarantee from the commercial bank in an acceptable form. Performance security should remain valid for a period of 60 days beyond date of completion of all statutory and contractual obligations of the contractor. Bid security will be refunded immediately on receipt of performance security.
15. An agreement in a stamp paper value of **Rs.100/-** should be executed based on which the first payment will be made. GST or any other Tax applicable or made applicable as per the latest notification of Govt. of India after awarding the contract in respect of this contract shall be payable by the contractor and this Institute will not entertain any claim whatsoever in this respect. However the Service taxes or any other tax which is as per the rules of the Govt. shall be deducted at source from bills, as per rules / instructions made applicable from time-to-time by Govt.
16. The Invoice should contain, invoice number, address of the firm / contractor. details of all taxes including GST, GSTIN; UID etc (both firm and ICAR-CPCRI, Kasaragod), PAN and Bank details, service description, service charge etc should be indicated separately.
17. Remittance of the final bill based on the full settlement of all the dues if any to Government / Institute.
- Note:** In-addition to these, all Terms & Condition mentioned in Tender Schedule are relevant for this work.

Please acknowledge receipt of the work order and commence the work immediately.

Yours faithfully,


Asst. Administrative Officer (Estate) ik

Copy to:

1. The Project Co-ordinator, KVK, CPCRI, Kasaragod
2. The HD, Social Science Division, CPCRI, Kasaragod
3. The Chairman Contractual Service Committee, CPCRI, Kasaragod.
4. The Technical Officer, Social Science, CPCRI, Kasaragod.
5. The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
6. The DDO, CPCRI, Kasaragod.
7. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkanad, Kochi-682 03
- ✓ 8. Website.
9. Guard file.