



भाकृअनुप – केंद्रिय रोपन फसल अनुसंधान संस्थान



ICAR-CENTRAL PLANTATION CROPS RESEARCH INSTITUTE

(भारतिय कृषि अनुसंधान परिषद)

(Indian Council of Agricultural Research)

अनुसंधान केंद्र काहिकुचि, गुवाहाटी-७८१०१७, आसाम

Research Centre Kahikuchi, Guwahati - 781 017, Assam.

Phone : 0361-2840251, Fax : 0361-2841785,

E mail: sickahikuchi@yahoo.com

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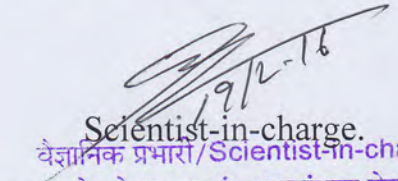
दिनांक: 19.02.2016

**SHORT TENDER NOTICE**

Scientist-in-charge, CENTRAL PLANTATION CROPS RESEARCH INSTITUTE, Research Centre Kahikuchi, Guwahati is inviting sealed tenders in the name of The Scientist-in-charge, CPCRI, RC Kahikuchi, Guwahati on behalf of Director, CPCRI, Kasaragod for "Farm Operational work/Lab. Work" from **reputed and registered contractors (those possessing approved labour license, shop establishment registration certificate, EPF & ESI code numbers etc.)**. The tenderer has to pay wages to the workers as per the norms and approved rates of the Central Government. The tenderer has to mention clearly the service charges, their commission/profit etc. in the tender document. The non transferable tender document containing schedule of farm/lab. works and terms & conditions can be obtained from the office of the Scientist-in-charge, CPCRI, RC Kahikuchi, Guwahati on payment of non- refundable amount of Rs. 500/- (Rupees five hundred only) payable by DD drawn in favour of **ICAR Unit, CPCRI payable at Kasaragod**. The tender forms can also be down loaded from CPCRI website [www.cpcri.gov.in](http://www.cpcri.gov.in) and the cost (Rs. 500/-) of tender documents should be enclosed with their bids in the form of DD as above failing which it will be rejected.

The duly completed sealed tenders will be received **latest up to 14.00 hrs on 15.03.2016** and tenders (Technical bid) will be **opened on the same day at 14.30 hrs** in the presence of the intended tenderer or his authorized nominee. **An amount of Rs. 20,000/- (Rupees twenty thousand only) towards EMD should be deposited** in the form of crossed Demand Draft drawn in favour of **ICAR Unit, CPCRI** payable at Kasaragod failing which the tender will be rejected. Tenders received after due date and time will not be accepted.

The Director, CPCRI, Kasaragod reserves the right to accept or reject any or all tenders without assigning any reason thereof. No correspondence shall be entertained in this regard.

  
Scientist-in-charge.  
वैज्ञानिक प्रभारी/Scientist-in-charge  
के.रो.फ.अ.सं. अनुसंधान केंद्र  
C.P.C.R.I., Research Centre  
Kahikuchi, Guwahati-781017  
काहिकुची, गुवाहाटी-781017  
असम / Assam  
19-2-16



भाकृअनुप – केंद्रिय रोपन फसल अनुसंधान संस्थान



**ICAR-CENTRAL PLANTATION CROPS RESEARCH INSTITUTE**

(भारतिय कृषि अनुसंधान परिषद)

(Indian Council of Agricultural Research)

अनुसंधान केंद्र काहिकुचि, गुवाहाटि-७८१०१७, आसाम

**Research Centre Kahikuchi, Guwahati - 781 017, Assam.**

Phone : 0361-2840251, Fax : 0361-2841785, E mail: sickahikuchi@yahoo.com

**TENDER FOR FARM OPERATIONAL/LAB. WORK- 2016-17**

**TENDER ISSUED TO:-**

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**SCIENTIST-IN-CHARGE**







भाकृअनुप – केंद्रिय रोपन फसल अनुसंधान संस्थान



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Phone : 0361-2840251, Fax : 0361-2841785, E mail: sickahikuchi@yahoo.com

**INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING THE JOB WORK CONTRACT AT CENTRAL PLANTATION CROPS RESEACH INSTITUTE, KAHIKUCHI, GUWAHATI, ASSAM.**

- A) Cost of Tender Form Rs. 500/- (Rupees five hundred only)
- B) Last date of receipt of Tenders in the office of CPCRI, Research Centre Kahikuchi, Guwahati is up to 14.00 hrs on 15.03.2016.
- C) Tenders (Technical Bids) to be opened at 14.30 hrs. on 15.03.2016.
- D) Tender to remain valid for acceptance up to 90 days from the date of opening
- E) The Tender document is also available at our web site [www.cpcri.gov.in](http://www.cpcri.gov.in) and the cost of tender documents should be enclosed with their bids in shape of Demand Draft/Pay Order in favour of 'ICAR Unit, CPCRI' payable at Kasaragod, failing which it will be rejected.

**NOTE**

1. The Scientist-in-charge, Central Plantation Crops Research Institute, RC Kahikuchi, Guwahati may at his own discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
2. If the date up to which the Tender is open for acceptance is declared to be a holiday the Tender shall be deemed to remain open for acceptance till the next working day.







भा. कृ. अ. प. – केंद्रिय रोपन फसल अनुसंधान संस्थान



**ICAR-CENTRAL PLANTATION CROPS RESEARCH INSTITUTE**

(भारतीय कृषि अनुसंधान परिषद)

(Indian Council of Agricultural Research)

अनुसंधान केंद्र काहिकुचि, गुवाहाटि-७८१०१७, आसाम

**Research Centre Kahikuchi, Guwahati - 781 017, Assam.**

Phone : 0361-2840251, Fax : 0361-2841785, E mail: sickahikuchi@yahoo.com

**Note:** All communications must be addressed to the Scientist-in-charge, Central Plantation Cops Research Institute, Kahikuchi, Guwahati, Assam.

To

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Dear Sir(s),

Sealed tenders are hereby invited on behalf of the Director, Central Plantation Crops Research Institute, Kasaragod 671 124 for **Farm/Lab. works at Central Plantation Crops Research Institute, Kahikuchi, Guwahati, Assam.** The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tender forms and its schedules. **Please submit your rates in the tender form if you are in position to furnish the requisite services in accordance with the requirements stated in the attached schedules.**

1. An earnest money of **Rs.20,000/- (Rupees twenty thousand only)** must be deposited in the form of demand draft/pay order drawn in favour of **"ICAR Unit, CPCRI payable at Kasaragod. The particulars of the earnest money deposited must also be super scribed on the top of the envelope by indicating the draft/pay order number and date, failing which the tenders will not be opened.** The tenders will not be considered if earnest money is not deposited with the tenders.

2. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tender, he will not resile from his offer or modify the terms and condition thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.

3. **The Schedules of the tenders form should be returned intact and pages should not be detached.** In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the Tender form. If any modification of the schedule is considered necessary, it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.





4. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of

- (i) A sole proprietor of the firm or constituted attorney of such sole proprietor, or  
(ii) A partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.

5. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.

6. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Institute shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to be tenders and annexure, if any, should be signed by the tenderer.

7. The original copy of the tenders is to be enclosed in double cover. The inner cover should be sealed. The outer cover should be super scribed. **"THE CONTRACT FOR FARM OPERATIONAL/LAB. WORKS"** at Central Plantation Cops Research Institute, Kahikuchi, Guwhati with address of this office and the tenderer shall place two envelopes clearly marked containing **'Technical bid' and 'Financial bid'** separately in the main envelop. All tenders should be sent by Registered Post. Tenders to be hand delivered should be put in the tender box. **The last date for receipt of Tender is 15.03.2016 up to 14.00 hrs.**

8. The rates quoted by each firm for "Job/service contract" in tenders be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. **The name and address of the representative who would be attending the opening of the tenders on tenderer's behalf should be indicated in the tenders.** Name and address of permanent representative of the tenderer if any may also be indicated.

9. **The Institute is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders in whole or in part.** The Tenderers at liberty to Tender for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.

10. **An amount of 10% of the tendered amount as a Performance Security Deposit** for the contract is to be deposited by the selected agency/successful tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money will be forfeited and the award of tender cancelled.

11. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.

12. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and 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 monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.





13. Director, CPCRI reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.

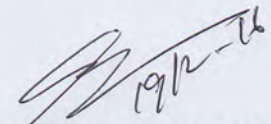
14. Director, Central Plantation Crops Research Institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure to settle the dispute, it shall be referred to the sole arbitrator to be appointed by the Director, CPCRI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.

15 Acceptance by the Institute will be communicated by FAX/ Speed post or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Speed post, etc. should be acted upon immediately.

**16. The following documents/ vouchers are required to be enclosed with the tender forms which form part of terms and conditions of the tender document:**

- a) Registration certificate of the firm under the work contract of the Govt. of Assam.
- b) Minimum turnover of the firm not less than Rs. 5,00,000/- (Rupees five lakh only) during the last financial year.
- a) Last three years continuous experience of the firm in the field of providing such services.
- b) Central Govt. establishment/Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations provide the details in enclosed tabular form.
- c) Certified Balance Sheet of the firm for last year of the service contract by the chartered account.
- d) Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last three years.
- e) Employees EPF registration certificate issued by local Govt. etc.
- f) The contractor/agency must have a registration with the Contractor Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.
- g) Nos. of staff/supervisors registered with their ESI & EPF separately. Minimum 20 Nos. (staff/supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.
- h) Successful Tenderer will have to enter into a detailed contract agreement with Institute/(ICAR) on non-judicial stamp paper of 100/- (Rupees one hundred only) for each work.
- i) Only those firms will be considered for financial bid who will qualify in the technical bid.

**Note: The technical bids and financial bids may be submitted in separate envelopes to be sealed and put in a main cover.**

  
**SCIENTIST-IN-CHARGE**  
वैज्ञानिक प्रभारी/Scientist-in-charge  
के.रो.फ.अ.सं. अनुसंधान केन्द्र  
C.P.C.R.I., Research Centre  
Kahikuchi, Guwahati-781017  
काहिकुची, गुवाहाटी-781017  
असम / Assam  
19-2-16



**TENDER FOR THE SERVICE CONTRACT FOR "FARM OPERATIONAL WORK /  
LABORATORY WORK"**

**At Central Plantation Crops Research Institute, Kahikuchi, Guwahati, Assam**

Full Name & Address of the Tenderer  
In addition to Post Box No., if any, should be  
quoted in all communications to this Office  
Telephone No:  
Telegraphic Address/FAX/Cell No.  
E-Mail address  
From

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- - - - -  
- - - - -

To  
The Scientist-in-Charge,  
C.P.C.R.I  
Kahikuchi, Guwahati-17, Assam.

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for **THE SERVICE CONTRACT FOR FARM OPERATIONAL WORK / LAB. WORK** at Central Plantation Crops Research Institute, Kahikuchi, Guwahati and agree to provide the services as detailed in the schedule herein to such portion thereof as you may specify in the acceptance letter of the Tender document at the rates given in **Schedule-I** to this tender and I/we agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance communicated within a stipulated time.

2. I/We have understood these terms and conditions for the contract and shall provide the best of services strictly in accordance with these requirements.
3. The following pages have been added to and from a part of this Tender - - - - - The schedules-I & II to accompany this Tender are at pages . . . .
4. Every page so attached with this Tender bears my signature and the office seal.
5. Pay order/DD No. . . . . of Rs. . . . . (Rupees . . . . . only )  
drawn in favour of ICAR Unit, CPCRI, payable at Kasaragod is enclosed as earnest money required.

Yours faithfully,

Witness:  
Address:

Occupation:

Signature of witness of contractor's signature  
Address Name & Signature of witness  
Address

Signature & seal of the Tenderer  
Tel. No. Office  
Residence  
Mobile



Part – 1

1. Name of the firm/Agency
2. Full address with post box No.  
And Telephone No. if any
3. Constitution of the firm. Agency  
(Attached copy)  
Indian companies Act, 1956  
Indian Partnership Act, 1932  
(Please give names of partners)  
Any other Act, if not, the owners
4. For partnership firms whether Registered  
Under the Indian Partnership Act, 1932,  
Please state further whether by the  
Partnership agreement to arbitration has  
Been conferred on the partner who has  
Signed the Tender
  - i) if answer to the above is in negative  
whether there is any general power  
of attorney executed by all the partner  
who has signed the Tenders to refer  
dispute condemning business of the  
partnership to arbitration
  - ii) if the answer to above is in point one and two  
the alternative please furnished a copy of either  
the partnership agreement or the general power  
of attorney as the case may be admitted by  
affidavit on a properly stamped paper by all partner
5. Name and full Address of your Banker's:
6. Your Permanent Income Tax No./Circle/Ward
7. Any other relevant information:

PART-II

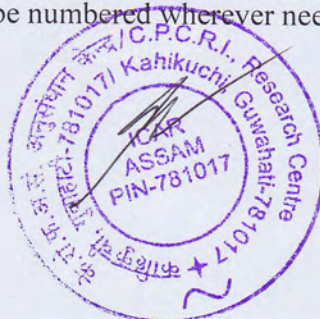
8. Earnest Money Deposited Yes/No

PART- III

9. Name and Address of the firm's representative  
And whether the firms would be representative  
At the opening of the Tenders
10. Name of the Permanent Representative to be  
Visiting CPCRI, Kasaragod regarding the contract  
Date: \_\_\_\_\_  
Place: \_\_\_\_\_

**AUTHOTISED SIGNATORY**

Please add supplementary pages to be numbered wherever needed by the Tenderer



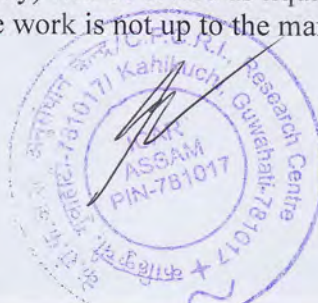


### TERMS & CONDITIONS:

1. The Director, CPCRI, Kasaragod reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof. The decision of Director, CPCRI shall be final and binding on the Contractor/Agency in respect of any clause covered under the contract.
2. The worker provided should also maintain secrecy and discipline in the premises of Institute.
3. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officers of Institute for the purpose. All complaints should be immediately attended to by the Agency.
4. The agreement can be terminated with one month notice on either side.
5. The contractor shall not subcontract the work without prior written permission of the Institute
6. The selected agency shall provide the necessary personnel at this Institute as per labour acts prevalent in Assam State. The agency shall employ good and reliable persons with robust health in the age group of 21 to 45 years. In case any of the personnel so provided is not found suitable by the Institute, the Institute shall have the right to ask for his replacement without giving any reason thereof and the agency shall, on receipt of a written communication will have to replace such persons immediately.
7. The persons so provided by the agency under this contract will not be the employee of the Institute and there will be no employer-employee relationship between the Institute and the person so engaged by the contractor in the aforesaid services.
8. Payment for service contract will be made on the basis of satisfactory completion of each item of work upon submission of pre-receipted bill.
9. After physical inspection of the site, detailed assessment/requirements of personnel for providing workers at the Institute shall have to be furnished along with the Tender. However, the Tenders should indicate only the lump-sum amount in respect of all the services covered under this contract and that rates should not be proposed on the basis of manpower to be deployed under the contract. No request for alteration in the rates once quoted will be permitted within one year.
10. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The Institute shall not bear any extra charge on any account whatsoever i.e. EPF contribution.
11. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable from time to time. The contractor shall indemnify and keep indemnified the Institute from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Secretary, ICAR shall be final and binding on the contractor.
12. Income tax will be deducted from the payments due for the work done as per rule.
13. The contract must employ adult labour only. Employment of child labour may lead to the termination of the contract.
14. The contract is subject to the condition that the conditions in the tender will comply with all the law and acts of Central/State Govt. relating to this contract applicable from time to time
15. **Risk Clause:** Institute reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause notice to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of present agency and excess expenditure incurred on account of this can be adjusted from Security Deposit or pending bills or by raising a separate claim.

### LIQUIDATED DAMAGES CLAUSE:

1. An amount equivalent to two days of contract amount, subject to a minimum of Rs. 250/- (Rupee two hundred and fifty only) will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any section, it will be brought





to the notice of the supervisory staff of the firm by the Institute and if no action is taken within One Hour liquidated damages clause will be invoked.

2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.

The Director, CPCRI, Kasaragod reserves the right to reject any or all Tenders in whole or in part without assigning any reasons thereof. The decision of Director shall be final and binding on the contractor/agency in respect of any clause covered under the contract.

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Details of the Minimum 3 years experience/work done:

Sl.No.	Name of the Deptt./Organization & Name of contract Person with Ph.No.	Period		No. of staff deployed	Remarks
		From	To		



Authorized Signatory



### FINANCIAL BID

(This financial bid to be enclosed in a separate envelop with seal)

Last date for receipt of Tender : 15.03.2016 up to 14.00 hrs

Date of opening of Financial Bid : To be intimated by notice

To

The Scientist-in-charge,  
Central Plantation Cops Research Institute  
Kahikuchi, Guwahati-17, Assam.

Sir,

I/We wish to submit our Tenders for **THE SERVICE CONTRACT FOR FARM OPERATIONAL/LAB. WORK** at Central Plantation Cops Research Institute, Kahikuchi, Guwahati-17, Assam.

S.No.	Particulars/Details	Amount (with breakup) ( In figures and words)
	As per Schedule cum Financial bid	

Note:

- 1) Rates may be quoted in the space provided against the respective items in the **Schedule-I** of "***Work Schedule cum Financial bid for Farm Operational Work / Laboratory Work***".
- 2) Rates are to be quoted including service charge, commission/profit and EPF, ESI contributions liabilities etc. of the firm/contractor/agency with breakup.
- 3) Rate may be quoted excluding Service Tax. The same will be added by this office wherever applicable as per rules.

Yours faithfully,

Signature

Name & address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_





## ANNEXURE – II

### **Tender for THE SERVICE CONTRACT FOR FARM OPERATIONAL/LAB. WORK**

Name of the participating Firm/Agency \_\_\_\_\_

#### Check List

YES/NO

1	Tender Document duly filled and signed	
2	Covering letter (as per the enclosed format) of the tender document	
3	Crossed Demand Draft for earnest Money Deposit as amount of Rs. 20,000/- furnished	
4	Registration certificates of the firm under the work contract of the Govt. or the contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act., 1970. The contractor shall obtain the labour license under this Act.	
5	Certificate by Chartered Accountant certifying that the minimum turnover of the firm not less than Rs.5/- lakh during the last financial year.	
6	Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant	
7	Last three years continuous experience certificate of the firm in the field of providing such services in Central 'govt. establishment/Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organization's provide the details in enclosed tabular form	
8	Duly certified copies of the satisfactory performance from where the Tenderer is providing services during for the last three years.	
9	PAN/TAN Number and copy of latest Income Tax Return	
10	Employees EPF registration certificate issued by Central Govt., etc.	
11	Employees ESI registration certificate issued by Central Govt. etc.	
12	Service Tax Number or proof may also be enclosed those who applied for obtaining Service Tax Number.	

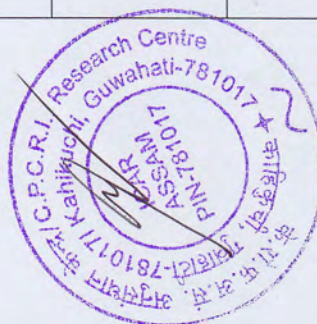




# **Work Schedule cum Financial Bid for Farm Operational Work / Laboratory Work**

**2016-17.**

Sl. No.	Description of work	Approximate Quantity	Rate	Period of
1.	Fertilizer application to different crops in experimental and bulk plot for pre-monsoon and post-monsoon.			Pre-monsoon April, 2016
	<b>A. Coconut-</b> Cleaning and weeding of coconut palm basin 2.0 m radius, apply fertilizer and mix with soil by forking.	500 Nos.	Palm/monsoon	
	<b>B. Arecanut-</b> Cleaning and weeding of coconut palm basin 1.0 m radius, apply fertilizer and mix with soil by forking.	6,000 Nos.	Palm/monsoon	
	<b>C. Intercrops/Minor crops</b> (Cocoa, Assam lemon/ acid lime, banana, cinnamon etc.) - Cleaning and weeding of coconut palm basin 90 cm radius, apply fertilizer and mix with soil by forking.	600 Nos.	Crop/monsoon	
	<b>D. Coconut-</b> Cleaning and weeding of coconut palm basin 2.0 m radius. Preparation of circular ring of 15-20 cm depth and 15-20 cm width at a distance of 1.8 Mt. away from the base, application of fertilizers, FYM in the ring followed by forking, mixing, covering and complete work.	500 Nos.	Palm/monsoon	Post monsoon Sept., 2016
	<b>E. Arecanut-</b> Cleaning and weeding of arecanut palm basin 1.0 m radius. Preparation of circular ring of 15-20 cm depth and 15-20cm width at a distance of 90 cm. away from the base, application of fertilizers, FYM in the ring followed by forking, mixing, covering and complete work.	6,000 Nos.	Palm/monsoon	





	F. Inter crops/Minor crops like Cocoa, assam lemon/ acid lime, banana, cinnamon etc.- Cleaning and weeding of coconut palm basin 90cm radius. Preparation of circular ring of 15-20 cm depth and 15-20 cm width at a distance of 90 cm away from the base , application of fertilizers, FYM in the ring followed by forking, mixing, covering and complete work.	600 Nos.	Crop/monsoon	
2.	Application of hose irrigation to different crops in all the experimental and bulk plots.	12 round at 15 days interval		From Oct., 2016 to March, 2017
	A. Coconut Palm 250 lt/palm/round	500 Nos.	Palm/round	
	B. Arecanut Palm 200lt/palm/round	6000 Nos.	Palm/round	
	C. Inter crops/Minor crops like Cocoa, acid lime, banana, cinnamon etc. 150lt./palm/round	600 Nos.	Crop/round	
3.	A. Weeding/cleaning all experimental plots 12 round	05 hec.	Per ha./round	From April, 2016 to March, 2017
	B. Weeding/cleaning bulk plots including farm road side and drainage channel 6round	02 hec.		
4.	Crown cleaning and mulching of experimental coconut palm	450 Nos.	Per palm	Feb., 2017
5.	Making soil bed 1 foot height from GL, application of fertilizer FYM and planting pineapple suckers, watering and complete work as directed by Tech. staff.	250 Sq. m	Per Sq. m	May, 2016



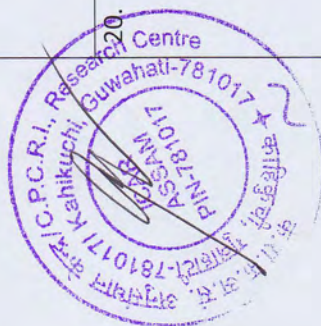
6.	Making soil bed 1foot height from GL, application of fertilizer FYM and sowing turmeric rhizome, watering, followed by mulching and complete work as directed by Tech. staff.	500 Sq. m	Per Sq. m	May, 2016
7.	Weeding /cleaning, earthen up, application of fertilizer and irrigation to turmeric and pineapple bed for 6 round. As directed by Tech. staff.	750 Sq. m	Per Sq. m	Jun., 2016 to Jan., 2017
8.	Ploughing of land by Power tiller/Tractor in experimental and bulk plots for 4 rounds as per direction by Tech. staff. (Power tiller/ Tractor & fuel will be provided by office)	05 hec. 4 rounds	Hectare/round	Sept., 2016 to March., 2017
9.	Harvesting of ripe coconut in experimental and bulk garden and transporting to godown. two times.	450 Nos. 2 times	Per palm/1time	Oct., 2016 – February., 2017
10.	Harvesting of ripe arecanut and transporting to godown from experimental and bulk garden. Two times	5500 Nos. 2 times	Per palm/1time	April, 2016 – May, 2016
11.	Harvesting of black pepper from experimental and bulk garden. One round.	1200 Nos. vine 1 time	Per Kg fresh wt. of black pepper.	Jan., 2017 – Feb., 2017
12.	Harvesting of turmeric, followed by cleaning, grading, store in godown and complete work in experimental garden. One time.	500 Sq. m	Per Sq. m	Feb., 2017
13.	A. Pruning, of cocoa	200 Nos.	Per tree	May, 2016 –Dec., 2016



	B. Recording morphological and yield parameter (about 15 characters) of cocoa	200 Nos.	Per tree	
14.	Production of vermicompost in cemented tank- Collection of biomass from garden, chopping, filling up 600 kg. biomass in tank with 10 layers raw cow dung, watering and complete work. After 4 month harvesting of ready vermicompost from tank followed by separation of earthworms from vermicompost and to be kept in plastic bucket in cow dung media for multiplication, seaving and packing in bag, store in godown and complete work.	02 Nos. tank Size: 2.0 m X 1.5 m X 1.0 m each. 3 round/year	Per tank/round	April, 2016 – March, 2017
15.	Removing of black pepper berry from spike, cleaning, blanching, sun drying and storing	2000 Kg fresh berry	Per Kg fresh black pepper.	Jan., 2017 to Feb., 2017
16.	Spraying/drenching of PP chemical on crown/ foliage/inflorescence and soil as and when require. As directed by Tech. staff.	Coconut 400 Nos.,  Arecanut 5000  Nos. and other  crops 400 Nos.	Per palm/crop basis	April, 2016 to March, 2017
17.	Raising arecanut seedling- Preparation of soil mixture at ratio 1: 1: 1 (Sand:Soil:FYM), seaving, filling in black poly bag size 12cmX24cm, sowing of seednut in polybags, arranging in nursery, watering and complete work.	50,000 Nos.	Per poly bag basis.	May, 2016



18.	Production of quality planting material for black pepper cutting- Preparation of soil mixture at ratio 1:1:1 (Sand:Soil:FYM), seaving, filling in black poly bag size 6cmX15cm. Collection of 5-6 month old black pepper vine from garden, making cutting with two inter-node, cutting planting in poly bag with plant root initiation hormone, arranging in nursery, watering and complete work.	10,000 Nos.	Per poly bag basis.	April, 2016 to Sep., 2016
19.	Production of quality planting material for coconut seedling- Preparation of soil mixture at ratio 1: 1: 1 (Sand:Soil:FYM), seaving, filling in black poly bag size 40cmX50cm. Coconut seed should be treated by Dithane M- 45 or Z- 78 2g/ltr of water for 15 minutes, sowing coconut seed in poly bag, arranging in nursery, watering and complete work.	3,000 Nos.	Per poly bag basis.	Sep., 2016
20.	Weeding/cleaning of nursery area including poly back seedling like arecanut, coconut, cinnamon, black pepper etc. For 8 round. A. Arecanut, coconut, and cinnamon nursery area 1184 Sq. Mt. B. Rapid multiplication of black pepper nursery area 448 Sq. Mt. C. Rooted black pepper nursery under net house area 73 Sq. Mt.	A. 1184 Sq. Mt. B. 448 Sq. Mt. C. 73 Sq. Mt.	Per round/Sq. m	April, 2016 to March, 2017
21.	Uprooting of dead/old non-bearing arecanut palm from different experimental and bulk garden, disposal the palm same from inside the garden to respective place. As directed by Tech. Staff.	250 Nos.	Per palm	May, 2016



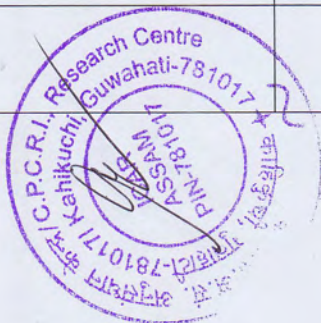


			Per pit		July, 2016
22.	<p>Pit making for planting/gap filling different plantation crops to garden, plating crops with mixing 10-15 kg decomposed cow dung in each pit, providing shading, watering etc. and complete work.</p> <ol style="list-style-type: none"> <li>1. Arecanut pit size: 90X 90 X 90 cm<sup>3</sup></li> <li>2. Coconut Pit size: 1 X 1 X 1 m<sup>3</sup></li> <li>3. Other inter crops such as acid lime, banana, cocoa etc. pit size: 60 X 60 X 60 cm<sup>3</sup></li> <li>4. Gap filling of black pepper pit size: 30 X 30 X 30 cm<sup>3</sup></li> </ol>	<p>1000 Nos.</p> <p>50 Nos.</p> <p>100 Nos.</p> <p>500 Nos.</p>			
23.	<p>Recording morphological and yield observation for different plantation and intercrops crops (Work to be done by skilled labor, Yearly 1 times for main crop and 2 times for intercrop)</p> <ol style="list-style-type: none"> <li>1. Arecanut (palm diameter, no. of leafs per palm, no. of bunches per palm, no. of nuts per bunches)</li> <li>2. Coconut (palm diameter, no. of leafs per palm, no. of bunches per palm, no. of nuts per bunches)</li> <li>3. Cocoa (no. of branches, plant height, no. of pods per plant)</li> </ol>	<p>400 nos.x 1 time</p> <p>450 nos. x 1 time</p> <p>144 nos. x 2 times</p>	Per Plant/time	<p>April, 2016 to March, 2017</p> <p>Sep., 2016</p>	





	4. Black pepper (plant height, no. of berries per spikelet, spikes length etc.)	280 Nos. x 2 times	Person/Per month	Apr.16 to Mar.17
	5. Banana (plant height, no. of leaf per plant, plant diameter, yield observation etc.)	100 Nos.x 2 times		
	6. Assam lemon (no. of branches, plant height, plant diameter, no. of fruits per plant etc.)	100 Nos.x 2 times		
	7. Turmeric (plant height, no. of leafs per plant and other yield observation etc.)	100 Nos.x 2 times		
	8. Pineapple (plant height, no. of leafs per plant and yield observation etc.)	100 Nos.x 2 times		
24.	A. Swiping and cleaning of Laboratory glass wares and plastic wares, drying them in oven, cleaning of instrument, laboratory room etc. on regular basis and B. Swiping and cleaning of office rooms and verandah, toilets and office premises on regular basis.	1 person		
25.	A. Collection of Soil samples from different experimental plots	300 samples	Per sample	Apr.16 to Mar.17
	B. Collection of Leaf samples from different plantation crops	200 samples	Per sample	





			Per sample	
	C. Processing soils & plant samples (grinding, sieving)	500 samples		
26.	<b>Electrical maintenance &amp; Plumbing works</b> Electrical works for maintenance of electrical installations at office, laboratory, farms, quarters, campus street, generator operation etc. by electrical trade certificate holder. Plumbing works – repair and maintenance of Irrigations pipelines and residential quarter pipe lines etc. maintenance Qualification 8 <sup>th</sup> Pass with experience in relevant field preferred.	1 person	Person/Per day	Apr.16 to Mar.17



**Note: 1. Rates should be quoted including EPF, ESI, Minimum wages etc. liabilities.**

**2. Service Tax excluding.**

Signature of the contractor

Name: \_\_\_\_\_

Address & Mobile No. \_\_\_\_\_  
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