



Phone: 0494-243541, 243542, 243543, 243544, 243545, 243546, 243547, 243548, 243549, 243550, 243551, 243552, 243553, 243554, 243555, 243556, 243557, 243558, 243559, 243560, 243561, 243562, 243563, 243564, 243565, 243566, 243567, 243568, 243569, 243570, 243571, 243572, 243573, 243574, 243575, 243576, 243577, 243578, 243579, 243580, 243581, 243582, 243583, 243584, 243585, 243586, 243587, 243588, 243589, 243590, 243591, 243592, 243593, 243594, 243595, 243596, 243597, 243598, 243599, 243600



No.40 (2)36/2017-Estate (Phy.)

Dated: 14.08.2018

Shri Ramesh Naik B N
 Sree Vinayaka Nilaya
 Ballimogaru, Post Kudlu
 Kasaragod 671 124

Sub: Contractual work at CPCRI, Kasaragod – reg.
 Ref: Your quotation dated.02.08.2018

Sir,

With reference to your quotation cited above, order is hereby placed for executing the following contract work in the division of Physiology, Biochemistry & Post Harvest Technology CPCRI, Kasaragod as detailed below:

Sl. No.	Description of the work	Qualification	Period	Total Amount(Rs.)
1	Assisting in maintenance of nutrients for hydroponically grown plants Watering & assisting in adding salts to experimental plants subjected to salinity stress. Filling up of pots & plastic buckets with soil mixture and salt solution for growing coconut, cocoa seedlings(50 each)	--		18,850.00
2	•To assist in the e-Tender processing by resolving the Java compatibility issues. •To assist the SSS in applying Medical leave, EL etc by scanning the Medical Certificates and Medical Fitness certificates. •Repair of computers in KVK •On-line trouble shooting of systems in Regional Stations using Team Viewer software	+2 with Diploma in Hardware & Networking.		18,850.00
3	• To assist in purchase of items through GEM by selecting the items in GEM portal • To activate the BAS units by installing the RD Service software • To assist in multimedia operations and stage arrangements during meetings and conferences in both DJ and PJ Hall • Configuring the ports of Cyberoam as per local requirement	+2 with Diploma in Hardware & Networking.	July, 2018	18,850.00
4	Library Management of Institute's website Documentation of periodicals Articles search regarding the mandate crops	Diploma in Computer Science Typing speed 35 w.p.m. in English		18,850.00
5	1. Helping in punching, cutting, pulp removing, collecting tender nut water, pasteurization and packing of tender nut water for packaging and storage studies 2. Helping in sterilization and packing of kalparasa for packaging and storage studies 3. Helping in trimming of tender nut for shelf-life extension studies 4. Helping in homogenization, pasteurization, foaming and drying of coconut milk for coconut milk powder studies 5. Helping in concentration of kalparasa for the production of confectionery and chocolate 6. Helping in collection/extraction of cabbage for proximate analysis studies	SSLC		16,500.00

6 Electronics and Instrumentation 1. Load distribution for three nos. UPSs and output wiring modification in AKMU 2. Replacing damaged telephone cable and rewiring at reception and farm section. 3. Shifting of telephone cables and speaker system in Accounts section. 4. Component level troubleshooting and repairs of faulty control boards of UPSs. (Library, Agronomy, Pathology, Molecular Biology Lab) 5. Krone based troubleshooting and fault identification of faulty telephones lines. 6. Recrimping of indoor BSNL and FAX line terminals in EPABX room for noise problems 7. Repair of Public Address System Amplifier Float Charger. 8. Voltage stabilize. repairs for ATIC. 9. Board level troubleshooting and repairs of Electronic Weighing Balance (APC).	Diploma in Electronics	July, 2018	18,850.00
7 1. Cutting & drying of samples like leaves, root, stem etc. 2. Powdering of tubes & utensils using Chromic acid 3. Collection and storage of distilled water 4. Preparation of sterilized water required for Analysis	--		14,750.00
(Rupees one lakh twenty five thousand and five hundred only)		Total (Rs.)	1,25,500.00

Terms & Conditions:-

- The works should be carried out under the supervision of Dr. Ramesh S.V, Scientist, PB & PHT Division, CPCRI, Kasaragod.
- The Institute will not be responsible for the loss or damage/casualty, if any, while executing the work.
- 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 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.
- Payment for service contract will be made on satisfactory completion of work and submission of pre-receipted bill.
- 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.
- The Director of the Institute reserves the right to terminate the contract at any time in case of violation of agreement.
- 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 service.
- Income Tax will be deducted from the payments due for the work done as per rules. Further it is responsibility of the contractor to remit all the taxes to concerned authority directly by the contractor. After remittance copy of the same should be submitted to this office.
- 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.
- The person provided should maintain discipline in the premises of the Institute.
- Performance security equivalent to the amount of 5% of the contract value i.e. **Rs.6,275/-** 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.

12. 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 monthly bills, as per rules / instructions made applicable from time-to-time by Govt.
13. The Invoice should contain, invoice number, address of the firm / contractor, details of all taxes including GST, GSTIN (both firm and ICAR-CPCRI, Kasaragod), PAN and Bank details, service description, service charge etc should be indicated separately.

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

Yours faithfully,

Asst. Administrative Officer (Estate) /e

Copy to:

1. The Chairman, Contractual Service Committee, CPCRI, Kasargod
2. The HD, PB &PHT Division, CPCRI, Kasargod
3. Dr. Ramesh S.V, Scientist, PB & PHT Division, CPCRI, Kasaragod.
4. The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
5. The DDO, CPCRI, Kasaragod
6. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkanad, Kochi-682 030
7. Guard file.
8. Website.