



भाकृअनुप-केन्द्रीय रोपण फसल अनुसंधान संस्थान  
कासरगोड़ - 671124, केरल, भारत



**ICAR-Central Plantation Crops Research Institute**  
Kasaragod 671124, Kerala, India  
(An ISO 9001:2015 Certified Institution)

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F.No. 6(1)/2020/GH&Canteen/Estate

Date:03.08.2023

**M/s. Vishal Manpower & Security Consultants**  
# 06, Kamala Towers, Near Urwa Market  
Ashok Nagara Post, Mangalore-575 006  
Ph: 0824-2452456

- Sub: Extension of Outsourcing of Manpower on contract (Cook & Attendant) at ICAR-CPCRI Kasaragod for 02 Months (01.08.2023 – 30.09.2023) – reg
- Ref: 1. This office work order of even no. dated 07.06.2022 and first extension order 07.06.2023  
2. GeM Contract No.GEMC-511687730506450 dated 06.06.2022

Sir,

In continuation of this office work order (1) cited above, duly accepting the terms & condition appended in the work order referred above, order is hereby placed for extending the existing Outsourcing Manpower (Cook & Attendant) on contract basis at this Institute for a period of **02 Months (01.08.2023 – 30.09.2023)** as per GeM tender & work order additional terms & conditions (ATC) SI.No.1, as detailed below:

Sl.	Job Description	No. of Labourers	No. of working days per month	Rate for 02 months in Rs. Including GST 18%
(i)	Manpower (semi-skilled) Cook – 2 and Attendant – 3	5 (4+1)	26	2,03,901.00

(Rupees Two Lakh Three Thousand Nine Hundred and One Only)

**Note:** 1. Service charge and Terms & Conditions remains unchanged for the extension order, however any change (increase/decrease) in minimum wages, VDA and statutory payments like EPF, ESI etc., the firm should pay the same to their employees and need to make the appropriate changes in the documents submitted alongwith the monthly bill.

Payment for service contract will be made on satisfactory completion of work and submission of pre-receipted bill.

The Invoice should contain, invoice number, address of the firm / contractor, details of all taxes, PAN and Bank details. service description, service charge etc should be indicated separately.

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 GeM tender & initial work order are relevant for this work. Please acknowledge receipt of the work order and commence the work immediately.

Yours faithfully,

Asst. Administrative Officer, (Estate)

Encl: Copy of Agreement

Copy to:-

1. All Heads of Division, ICAR - CPCRI, Kasaragod
2. The Project Coordinator (Palms), ICAR CPCRI Kasaragod.
3. The Chief Finance & Accounts Officer, ICAR - CPCRI, Kasaragod.
4. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal. By Pass Road, Kakkanaad, Kochi-682 030.
5. The Drawing and Disbursing Officer, ICAR - CPCRI, Kasaragod
6. Admin, E-Office for uploading in Notice Board
7. Shri. M Ravindran AAO & Guest House-in-Charge