



भाकअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान  
कासरगोड़, केरल, भारत  
ICAR - CENTRAL PLANTATION CROPS RESEARCH INSTITUTE  
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F.No.40(2)36-2019-Estate (C-Prod.)

Date: 01.06.2020

M/s Vishal

Manpower & Security Consultants

#6, Kamala Towers, Near Urva market

Ashok Nagar P.O, Mangalore – 575 006

Sub: Job Contract Work in Farm & Lab – Crop Production Division at CPCRI, Kasaragod – reg.

Ref: 1. This office work order of even no. dated 28.02.2019 & 29.02.2020

2. Your bid 40(2)/36/2018-Estate (C-Prod) dated 20.11.2018.

Sir,

In continuation of this office work order (1) cited above, duly accepting the terms & condition appended the tender document (Sl.No.19 & 25), order is hereby placed for extending the **Job Contract Work in Farm Lab – Crop Production Division Item No. 1(Maint.), 2(Maint.) & 3 (Maint.)** of this Institute on contract basis the period from **01.04.2020 to 30.06.2020 (03 months)** as detailed below:

Sl. No.	Description of work	Approx Qty.	Rate (Rs.)	Amount (Rs.)
1.	<b>Item No.1 (Maint.)</b> <b>Maintenance and attending all day to day compliant of carpentry works</b> Repairs to the door frames of residential and non residential buildings. Repairs to the window & ventilator frames, of residential and non residential buildings. Repairs to the door, window & ventilator shutters, of residential and non residential buildings. Repairs and replacing of glass panes, wooden beedings of window & ventilator, cupboard shutters, of residential and non residential buildings. Removing and refitting of accessories like hinges, tower bolt, screws, handles Aldrop, Inner latch, peg stay, mortise door lock, automatic door closure of residential and non residential buildings. Repairs to the cupboard shutters, replacing veneer sheets, laminated top coverings of Laboratory working tables, showcases and door shutters. Repair, resetting and replacing door locks and automatic door closures of residential and non residential buildings. Removing, resetting and re-fixing of door and window shutters with minor modifications to the residential and non residential buildings. Removing, resetting and re-fixing the Mangalore tile roofing and AC Shed roofing with minor modifications of residential and non residential buildings. Repairs to the wooden portions and roof of Godown, pump houses, and vehicle shed. Chiseling and minor modifications to the door, window and ventilator shutter of residential and non	The material required for attending the complaints shall be arranged by the Institute. One log book has to be maintained on day to basis, which shall be verified by TO(CE) on daily basis as proof of attending the complaints.(One job will be defined /consist execution of all above items for the working days in a months. Working days for attending the daily complaints. Working hours 9.30 am to 4:30 pm (including lunch break). The institute shall not be responsible for the loss or damage /causality ,if any while executing the work , and shall be insured.	3,11,520.00 (One Year) including GST @ 18%	77,880.00 (03 Month) including GST @ 18%

	<p>residential buildings. Removing and re-fixing of wall plate , rafters , reapers and Mangalore pattern tiles of godown and tile roof buildings. Assembling resetting and making new field boards , curtain rods , door/window pelmet and ornamental design work of Guest houses, kitchens etc. Assisting the committees in the preparation of frame work for banners, stage settings, fixing name plates, covering AC Duct with plywood etc. Assisting the maintenance section in the selection and purchase of wood accessories and preparation of list of wood sections for repairs.</p>			
2.	<p><b><u>Item No.2 (Maint.)</u></b>  <b>Maintenance and attending all day to day compliant of Masonry works</b>  Repairs to the soffit of slabs /ceilings RCC Columns, Beams, sunshades of residential and non residential buildings. Repairs /patch plaster to the sides of door, window &amp; ventilator shutters, of residential and non residential buildings. Repairs/patch plaster to the floors, of residential and non residential buildings including godown and pump houses. Construction of masonry platforms, fixing of field boards in cement concrete to experimental plots. Repairs /providing cement bands to the valley gutter /ridge/replacing tiles/pointing to the Mangalore tile roofing of residential and non residential buildings including godown and pump houses. Removing, resetting and re-fixing the Mangalore tile roofing and AC Shed roofing with minor modifications of residential and non residential buildings. Repair, /relaying of ceramic /glazed tiles flooring and dado to the bath rooms / toilet/kitchen of residential and non residential buildings. Reconstruction of masonry drainage /redoing /repairs /renovation at residential and non residential buildings. Filling of pot holes, road patch work with cement concrete as directed. Renovation/repairing the inspection chamber/ gully trap in coordination with plumber at residential and non residential buildings. Repairing the fencing parapet wall, boundary wall, grouting, brick lining and erection of fencing post in cement concrete at Institute boundaries. Assisting carpenter and plumber in the repair and maintenance of at residential and non residential buildings. Painting, white washing, distempering the walls of residential and non residential buildings including godown and pump houses. Soil protection works like laterite stone pitching, granite stone /slab pitching / masonry bund construction in consultation with farm section. Assisting the maintenance section in the selection and purchase of building and any other work related to the maintenance of residential and non residential buildings as directed</p>	<p>The material required for attending the complaints shall be arranged by the Institute. One log book has to be maintained on day to basis, which shall be verified by TO (CE) on daily basis as proof of attending the complaints.(One job will be defined /consist execution of all above items for the working days in a months.</p> <p>Working days for attending the daily complaints.</p> <p>Working hours 9.30 am to 4:30 pm (including lunch break). The institute shall not be responsible for the loss or damage /causality, if any while executing the work, and shall be insured.</p>	<p>3,11,520.00  (One Year)  <b>including  GST @  18%</b></p>	<p>77,880.00  (03 Months)  <b>including  GST @ 18%</b></p>

3.	<p><b>Item No.3 (Maint.)</b>  <b>Electrical work</b>  Assisting in routine operation and maintenance and repair works of electrical installations of the Institute including residential and non residential buildings, street and garden lights, pump houses, substation and generators as per IE rules.</p>	The material required for attending the complaints shall be provided by the Institute. One log book has to be maintained on day to day basis which shall be verified by STA (Jr. Engineer, Electrical) on daily basis. Working hours: 9.30 am to 4:30 pm (including lunch break) on all working days. Institute shall not be responsible for the loss or damage/casualty, if any while executing the work	3,11,520.00 (One Year) <b>including GST @ 18%</b>	77,880.00 (03 Months) <b>including GST @ 18%</b>
<b>Total (Rs.)</b>				2,33,640.00

**(Rupees Two Lakh Thirty Three Thousand Six Hundred and Forty only)**

Payment for service contract will be made 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).

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.

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)

Copy to:

1. The HD, Crop Production Division and Chairman (Contractual Service Committee) CPCRI, Kasaragod.
2. The Scientists in-Charge (Farm), CPCRI, Kasaragod
3. Sri. Rajendran Nair, Technical Officer (Mechanical Engineering), CPCRI, Kasaragod.
4. Sri V.K. Gopalakrishnan. Technical Officer (Civil Engineering), CPCRI, Kasaragod
5. Sri Ajith Kumar K, Technical Officer (Civil Engineering). CPCRI, Kasaragod
6. Sri Devaraj K, Sr. Technical Assistant (Junior Engineer), CPCRI, Kasaragod
7. The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
8. The DDO, CPCRI, Kasaragod.
9. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkannad, Kochi-682 03
10. Website.