

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



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



F. No. 29(1)Painting/Materials/2024-Stores-Part(1)

Date :01.11.2024

To

Shri Prasanth K
Sri Mookambika Temple Road
Kudlu, Ramdas Nagar, Kasaragod-671124

Sub : Repairing and spray painting steel alamirahs/cupboards, file cabinets, tables etc. of administration and accounts section of this institute

Ref : Your quotation dated 01.11.2024

Sir,

Your quotation cited above to execute the work "Repairing and spray painting steel alamirahs/cupboards, file cabinets, tables etc. of administration and accounts section of this institute" at a total cost of **Rs.1,44,400/- (Rupees One lakh forty four thousand four hundred Only)** has been accepted by the Competent Authority of this institute and accordingly the work is hereby awarded to you for execution. You are therefore requested to take up the work and complete the same within **30 days**. The order is further subject to the following terms and conditions.

Terms and conditions

1. The work should be executed strictly as per the directions from **OIC Maintenance/AAO (P&IM)** of this Institute from time to time.
2. The Institute will not be responsible for any loss/damage/casualty suffered by the Contractor while executing the work, provided there wasn't any mistake on the part of the contractor.
3. No work tools/implements will be supplied by this Institute. However, paint materials would be provided by this Intitute
4. The payment will be made only after satisfactory completion of the whole work to our satisfaction & as per specification.
5. Non-completion of the work or part thereof for any invalid reasons within the period prescribed is liable for cancellation and no claims for such works will be entertained under any circumstances and deposits made thereof will be forfeited.
6. You may remit a Performance Security of **Rs. 7,220/- (Rupees Seven thousand two hundred twenty only)** being the 5% of contract value by DD, FD Receipt or Bank Guarantee (in favor of "ICAR Unit, CPCRI, Kasaragod") from the Commercial Bank in an acceptable form before commencement of the work.
7. The contractor shall remit the Performance Security within 7 days from the issue of work order. The period can be further extended at the written request of the contractor for the period of 10 days with late fee at the rate of 0.1% per day of Performance Security amount.
8. **Defects liability period: Performance Security will be released only after sixty days beyond the date of completion of all contractual obligations of the supplier including contractual obligations from the date of completion of the work** provided that the contractor has attended to all the complaints informed to him within the liability period.
9. Any loss or damage etc. caused to the Institute properties while carrying out the work should be made good failing which necessary action will be initiated to recover the cost of the same.
10. Any defective workmanship found shall be rectified at his cost which may include the materials spoilt/wasted paints due to negligence etc. The contractor or his worker should not waste the water from the office building.
11. On completion of the work it should be ensured that premises & its surroundings are cleaned (including removal of paints fallen etc.)
12. The contractor shall, on written request of the Director or his representative on the site, immediately dismiss from the work any person employed by him thereon, who may in the opinion of the Director be incompetent or misbehaves himself and such persons shall not again allowed to work without written permission of the Director.

13. Income Tax will be deducted as per rule from the work bill. GST and other tax if applicable will be paid directly to the concerned department by the contractor as per rule and same show in the final bill. Further after remittance copy of the same should be furnished at this Office. The performance security amount will be released after getting the GST details.
14. Prior approval shall be obtained for the material used for the work from Engineer in-charge
15. **The period of 30 days allowed for carrying out the work will be reckoned within 7 days from the date of receipt of this order.**
16. The work should be completed within the time limit itself, failing which the work order will be cancelled and action taken to complete the remaining work at your risk and cost including forfeiture of security deposit.
17. In case any extension of time is granted beyond the stipulated period for completion of the work due to any unavoidable genuine circumstances, as may be decided by the Competent Authority, **penalty clause to be imposed @ 0.25% per month (maximum to 2.5% of the total cost of the work) if work not completed within schedule time or within mutually extended period.**
18. The Director of this Institute reserves the right to reject the work as a whole, if the execution is not satisfactory or does not conform to the approved specification.
19. Prior permission may be obtained for electricity/water facility, if required, subject to payment for the same.
20. If water and electricity is available from the institute by the contract agency then 1.5% of the billed amount shall be deducted from the final bill. If only water supply is availed, then 1% of the billed amount shall be deducted 0.5% in terms of electricity.

Please acknowledge receipt of this order and confirm acceptance within 7 days from the date of receipt of this letter.

Yours faithfully,



(Ravindran M)
Asst. Admin. Officer (P&IM)

Encl: Schedule of work

Copy to :

1. **Dr. Samsudeen K, OIC (Maintenance)**, CPCRI, Kasaragod, it may please be ensured that the contractor is permitted to commence the work at the work site immediately on receipt of security deposit. It may be ensured work is completed within the prescribed time and according to the specifications as approved. The date of commencement of the work awarded may be intimated and progress of work reported periodically.
2. Shri. Sasi K K, Asst. Finance & Accounts Officer, ICAR-CPCRI, Kasaragod.
3. Assistant Labour Commissioner(Central), Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By pass Road, Kakkanad, Kochi 682 030.
4. Chief Finance & Accounts Officer, ICAR-CPCRI, Kasaragod.
5. AAO (Bills), ICAR-CPCRI, Kasaragod.
6. CPCRI, Website

Schedule of work

Item	Size	Labour Charge			Quantity			Total Cost			Total Amount
		Major	Medium	Refinishing	Major	Med	Refinishing	Major	Med	Refinishing	
Almira	big	2300	1800	1000	11	36	8	25300	64800	8000	98100
Almira	small	1600	1300	800	6	4	0	9600	5200	0	14800
File Cabinet	Big	800	600	500	5	0	0	4000	0	0	4000
File Cabinet	samall	700	500	400	5	0	0	3500	0	0	3500
Table	all size	600	400	300	40	0	0	24000	0	0	24000
Total					67	40	8	66400	70000	8000	144400

Amount in words: Rupees One lakh forty four thousand four hundred only



Asst. Admin. Officer (P&IM)