



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
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F.No: 2(9)/2020/ITMU-NAIF/Estate

Dated: 19.11.2020

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

Sub: Outsourcing Manpower (one number hard nature labour) on contract basis at ICAR-CPCRI
Kasaragod for three months From 01 Nov 2020 to 31 Jan 2021 – reg.
Ref: Submission received from Dr.Shameena Beegum.P.P, Scientist dated 20.10.2020

Sir,

In continuation to Work Order No. 1(1)/2020/E-Tender Instt./Estate dated: 19.10.2020.
Competent Authority is hereby decided to engage one labour of **hard nature work** under scheme
ITMU-NAIF for a duration of three months from 01 Nov 2020 to 31 Jan 2021, with the same rate, terms
and conditions specified in the work order .

The work will be carried out under the supervision of Dr.Shameena Beegum, Scientist at CPCRI
Kasaragod.

SCHEDULE OF WORK

Sl No.	Description of work
01	Agriculture Works of Hard Nature Preparation of Cocoa butter (method suitable for small scale units).. Cocoa powder (method suitable for small scale units), Drinking chocolate. Coconut water jelly and Flavoured coconut water using the facilities available at ABI/APC for developing this protocol.

Payment for service contract will be made monthly on satisfactory completion of work. A separate
pre-receipted bill along with GST payment receipt & wage slips, are mandatory for processing the bill.
The wages slip indicating complete details (Minimum wages, ESI, EPF, along with employee and employer share
etc.) should be given to the employee and a copy of the same may be submitted along with bill. without
which the bill will not be entertained for payment.

Yours faithfully,

Asst. Administrative Officer (Estate)
19/11/2020

Copy to:

1. Dr.K Muralidharan, P.I-ABI/ITMU
2. The Sr. Finance & Accounts Officer, CPCRI, Kasaragod.
3. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner,
4. Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkanad, Kochi-682 030.
5. The Drawing and Disbursing Officer, CPCRI, Kasaragod
6. Website
7. Guard file