



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड, केरल - 671 124 भारत
ICAR - Central Plantation Crops Research Institute
Kasaragod - 671 124, Kerala, India
(An ISO 9001:2008 Certified Institution)



Phone (Off) : 04994 - 232333
Fax : 04994 - 232322
EPABX : 04994 - 232893 - 95
04994 - 232090
04994 - 232996



E-mail : director.cperi@icar.gov.in
director.cperi@gmail.com
chowdappa.p@icar.gov.in
Website : http://www.cperi.gov.in

F.No.40(2)36-2019-Estate (SS)

Date:31.10.2019

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 – Social Science at CPCRI, Kasaragod – reg.
Ref: Your bid 40(2)/36/2019-Estate (S.S.) dated 03.09.2019

Sir,

With reference to your quotation cited above, duly accepting the terms & condition appended in the tender document, order is hereby placed for executing the Job Contract Work in Farm & Lab – Social Science Division of this Institute on contract basis for the period from 01.11.2019 to 31.10.2020, as detailed below.

Item No	Description of work	Rate(Rs.) including GST @ 18% (in Rs.)	Amount (Rs.) including GST @ 18% (in Rs.)
2	Carry out service works & maintenance and of statistics lab and Videoconferencing facility and for assisting in field surveys and data entry	2,15,812.56 (Entire Work)	2,15,813.00 (One Year)
Grant Total including 18% GST (Rs.)			2,15,813.00

(Rupees Two Lakhs Fifteen Thousand Eight Hundred and Thirteen only)

Terms & Conditions

1. The works should be carried out under the supervision of HD (Social Science)/or his nominee, CPCRI, Kasaragod.
2. The Institute will not be responsible for the loss or damage/casualty, if any, while executing the work.
3. The rate quoted shall be valid for a minimum period of **one year**.
4. Any loss or damage etc. caused to the Institute properties while carrying out the works should be made good else necessary action will be initiated to recover the same.
5. The Contractor should obtain certificate of registration under contract labour (Regulation & Abolition) Act1970, from the Regional Labour Commission (Central) Kochi and comply with all the provision of Act.
6. The contractor/Agency shall be at the responsibility to comply with the requirements under the Labour Act/EPF Act/ESI Act/minimum wages Act etc. towards the personnel engaged for executing the contract work of this Institute.
7. **Payment for service contract will be made quarterly on satisfactory completion of work. Details of actual work period along with Item number should be mentioned in the work bill.**
8. **Pre-receipted bill, GST payment receipt & wage slips are mandatory for processing the bill. The wages slip should indicate complete details of Minimum wages, ESI, EPF & etc., given to the employee and a copy of the same should be submitted along with bill, without which the bill will not be entertained for payment.**
9. 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.
10. The Director of the Institute reserves the right to terminate the contract at any time in case of violation of agreement.
11. 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 services.

Contd..in page 2.

Amudha
31/10/19

12. The person provided should maintain discipline in the premises of the Institute. Any misconduct/misbehavior on the part of the person provided by the contractor will not be tolerated and he/she will have to be replaced immediately.
13. Income Tax will be deducted from the payments due for the work done as per rules.
14. **Performance security** equivalent to the amount of **10%** of the contract value i.e. **Rs.21,581/- (Rupees Twenty One Thousand Five Hundred and Eighty One only)** 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 will be released after 60 days from the liability period beyond date of completion of all statutory and contractual obligations, provided that the contractor has attended to all the complaints within the liability period. Bid security will be refunded immediately on receipt of performance security. The dues if any, not settled by the agency will be recovered from the security deposit.
15. An agreement in a stamp paper value of **Rs.200/-** should be executed based on which the first payment will be made. 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 bills, as per rules / instructions made applicable from time-to-time by Govt.
16. **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. NO BILL WILL BE ENTERTAINED WITHOUT DETAILS OF GST REMITTANCE, ESI & EFP, MUSTER ROLL/ATTENDENCE, WAGES SLIP FOR THE PARTICULAR WORK PERIOD FOR PAYMENT.**
17. **Any Compensation paid to the worker or parties hired through Contractor, shall be recovered from the Contractor as per the guidelines issued by ICAR vide O.M No. Admn-22(6)/2018-Estt.III dated 31.07.2018.**
18. **The Contractor should display a board in the work place containing, Address of the Firm / Contractor, GSTIN (both Firm and ICAR-CPCRI, Kasaragod), No. of Workers, Minimum Wages, etc.**
19. The Contractor/agency will be responsible for contribution towards the ESI / EPF etc.
20. Remittance of the final bill based on the full settlement of all the dues, if any, to Government / Institute.
21. Bad workmanship shall be rejected summarily.
22. Director, ICAR-CPCRI, Kasaragod reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.

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 Chairman, Contractual Service Committee, CPCRI, Kasaragod.
2. HD (Social Science) ICAR-CPCRI, Kasaragod
3. The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
4. The DDO, CPCRI, Kasaragod.
5. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkanad, Kochi-682 03
6. Website.
7. Guard file.